

## ECCLESHALL PARISH COUNCIL

April 19<sup>th</sup>, 2017

A meeting of Eccleshall Parish Council was held on April 19<sup>th</sup>, 2017, at Broughton Parish Rooms at 7.30pm. This meeting was followed by a meeting of the Planning Committee at 9.10pm.

- 42/17). **Present were:-**
- |                                 |                           |
|---------------------------------|---------------------------|
| Councillor B. Delanchy          | Councillor P. Baskerville |
| Councillor G. Garner (Chairman) | Councillor J. Leather     |
| Councillor D Jacques            | Councillor M. Starkey     |
| Councillor T. Price             | Councillor E. Amos        |
| Councillor P. Alcock            | Councillor R. Langford    |
| Councillor A. Le Monnier        | Councillor C. Marshall    |
| Mrs S. Worden                   | Mrs C. Heelis (Clerk)     |
| 1 member of the press           | County Councillor Chapman |

Apologies were received and accepted from Councillors Mullee, P. Jones and J. Jones together with Borough Councillor J. Pert.

*The meeting opened with prayers*

- 43/17). **To consider Councillor requests for dispensations:-** There were no requests to receive.

- 44/17). **Public Participation:-** There were no members of the public present.

- 45/17). **Mr R. Upton – Health and Wellbeing Community Development Officer:-** Mr Upton referred to the development of a Health and Wellbeing Strategy for Stafford and Surrounds, which was currently focusing on three different stages of life:-

- Start Well - targeting families and young children.
- Live Well - aimed at reducing sedentary behaviour and supporting unemployed adults and lone parents.
- Age Well - to support older people enabling them to remain healthy and independent.

Eccleshall had been identified as having a high percentage of older people in the community. Mr Upton indicated that as part of his role he would attend local meetings and liaise with local residents to ascertain the needs of the community and establish whether there were any gaps in local services. The main areas of concern were identified as being isolation, mobility, transport, access to information and loneliness.

Mr Upton was working with Barlaston Community where a volunteer car scheme was being launched. It was stated that Councillor Jones had formed a local group to consider the feasibility of a Community Transport Scheme in Eccleshall.

Mr Upton agreed to email details of the mapping information used to identify Eccleshall as an area with a high proportion of elderly people, to the Clerk. Councillor Langford referred to the Well Dressing event to be held in Croxton on July 1<sup>st</sup>, 2017 and Mr Upton was invited to attend in order to integrate with the community.

Application forms for Age Well Community Connector volunteer posts were available. The Community Connectors role would be to engage isolated older people in the community and advise them of services and support available to improve their health and wellbeing. Full training would be given to all volunteers.

The Chairman thanked Mr Upton for an interesting and informative presentation.

- 46/17). **To confirm the minutes of the Parish Council Meeting held on March 15<sup>th</sup>, 2017 –** The minutes, which had been previously circulated, were agreed and signed.

- 47/17). **Reports from Borough and County Councillors:-** County Councillor Chapman indicated that he was continuing to scrutinise the various road closures in the area and reported the following:-

- The traffic lights on the A5013 at Chebsey Lane were being removed and the lane narrowed.

- The bridge at Mill Meece had been repaired and was now reopened.
- Following a recent closure of the M6, which had caused traffic chaos and was costly in terms of time and expense to many businesses throughout the area, Councillor Chapman had proposed that the situation should be scrutinised.
- Although pot holes in other areas were being repaired there were still many in the Parish requiring attention.
- Members commented on the poor condition of Small Lane, which had been reported on many occasions and was hazardous for pedestrians. Councillor Chapman agreed to follow up this matter.
- It was noted that the Kings Arms was being refurbished and was due to reopen shortly.
- Work on the Toilet Area was continuing and Councillor Chapman had requested additional soil and seed.
- Following letters sent to The Crown Surgery and Councillor A. Edgeller, Chair of the Health Scrutiny Committee at Stafford Borough Council, a response had been received from Doctor Carr. The response stated that the decision had been taken following discussions at several partners meetings and having also contacted local GP colleagues it appeared that no other practice in the area, either rural or urban, accepted telephone prescription orders. Whilst the practice was aware that the change may impact on a small number of patients it was considered that the vast majority would be able to adapt to the new system without difficulty. For the more vulnerable patients it was proposed to review the situation on a case by case basis.

The reasons given for the removal of the telephone service were:-

- a) Safety - due to errors made understanding the request.
- b) Auditing – The answerphone system did not allow for messages to be digitally record and stored, the messages having to be deleted and the tapes reused.
- c) Efficiency – The present system took up a lot of staff time deciphering the messages. The tape often ran out before the request had been finalised, resulting in items being missed off the order.

It was agreed to respond to the letter indicating that the Parish Council remained dissatisfied with the explanations. If the technology was inadequate it may be preferable to update the system. The Surgery was to be asked to explain the criteria to be used to identify those vulnerable patients who would be able to continue to order repeat prescriptions by telephone and advise how the criteria could be met, to enable advice and guidance to be given where necessary.

#### 48/17). **Committee Reports:-**

**Traffic Management:-** Mrs Heelis reported that there had been a good response to the article in the press regarding road surveys. Copies of the submissions had been forwarded to Councillors Jones and Jacques and would be discussed at the next meeting with Mr Rayson on June 29<sup>th</sup> and at the Traffic Management Committee on July 5<sup>th</sup>, 2017.

#### **Enhancements Committee:-**

- **Asset Surveys:-** Councillor Baskerville reminded members that the asset survey reports should be forwarded to Mrs Heelis prior to the meeting on May 3<sup>rd</sup>, 2017.
- **Watering Tender:-** Mrs Heelis reported that Stafford Borough Council had quoted £4738 to undertake the watering throughout the summer. **It was resolved to accept this quotation.**
- **Seat – Croxton Play Area:-** Mr Sheard had quoted £145.00 to install and secure the seat and lay slabs to the front. **It was resolved to accept this quotation and order the 6' oak bench from Ingestre Woodworks at a cost of £233.00.** The Parish could then claim half of the cost from the grant earmarked by Croxton and Broughton Jubilee Committee, which would be match funded by the Parish Council.
- **Wooden posts for Play Area:-** These had been ordered.

**Policy and Resources Committee:-** The next meeting of the Committee would be held on June 7<sup>th</sup>, 2017.

**Footpaths:-** A report of a fence near Sugnall, which was difficult to negotiate had been received from Mr D. Smith. Mr Legge was the Marshall for that area and had been requested to investigate. Mrs Heelis commented that reports from Marshalls were beginning to filter through now the weather was improving.

**49/17). Liaison Representatives:-**

**Allotments Association:-** The next meeting would be held on May 24<sup>th</sup>, 2017. Mrs Heelis commented that the rents had not yet been received.

**Community Centre:-** Councillor Amos reported that the Community Centre Association had met on April 11<sup>th</sup>, 2017.

- ❖ The coping stones on the roof over the Jubilee Room had been pointed and the metal hot flashed where it joined the roof. The roof had now dried out and the damaged panels in the Jubilee Room were to be replaced.
- ❖ There was a temporary pump outside the basement and Mr Williams was sourcing a new pump.
- ❖ The Green Room had been painted but there was still some damp coming through and another coat of paint was required.
- ❖ A further 20 new chairs had been ordered, making a total of 80.
- ❖ Quotations had been received to take down the stud walls in the Elford Room, remove the shower/kitchen and make good the walls.
- ❖ New glasses had been purchased and the committee was considering new crockery. Bookings were good and the dances and entertainments were popular and well attended.
- ❖ The AGM was to be held on May 23<sup>rd</sup>, 2017.

**Slindon Residents:-** Councillor Leather reported that the speed limit consultation was underway and it was proposed to extend the speed limit for a short distance towards Mill Meece. A response was awaited from Mr Rayson regarding the gateway features.

**Young People:-** Councillor Marshall reported that the Youth Club had applied for funding from the Police Commissioners Fund. If successful it was proposed to use the grant towards the hire of a Youth Worker who it was hoped would have some innovative ideas to engage with the young people who had been excluded from the Youth Club. Mr Upton indicated that he had been working with other groups on similar projects and would liaise directly with Councillor Marshall.

**Ecclian Society:-** Councillor Baskerville referred to the efforts of Mr and Mrs Chapman and Mr Thompson to tidy and improve the toilet area. Mrs Chapman and Mrs Bertram had planted up four troughs. There had been no work carried out on the trees on Hartlands Road and funding for the troughs from Stafford Borough Council remained outstanding.

**Offley Hay Village Hall:-** Councillor Le Monnier reported that the Auction at The Star had raised funds for the Hall. Refurbishments were being carried out and an open day was to be held on June 17<sup>th</sup>, 2017 with refreshments, car boot promotions and stalls.

**Croxtan News:-** Councillor Langford indicated that 35 people had participated in three litter picks recently.

**50/17). Community Transport:-** In the absence of Councillor P. Jones the report was deferred to the next meeting.

**51/17). New Developments:-**

**Taylor Wimpey:-** Councillor Garner reported that since the last Council meeting Taylor Wimpey had met with residents of St Chads and surrounding roads to explain the programme for the installation of the drainage from the site to connect into the pipe on Churchfield Road. The representative from Stave.co.uk had answered questions and been appreciative of the concerns and worries of local residents. A further meeting had been held on April 11<sup>th</sup>, 2017 and the Chairman considered that both meetings had been well organised. Severn Trent had inspected the pipe in Churchfield Road and indicated that it was adequate to take the additional effluent and surface water from the development.

Taylor Wimpey had emphasised that all the effluent from the site plus 50% of the surface water would flow into the pipe under St Chad's Road the remaining 50% of the surface water would drain off the front of the site into Shaws Lane. Councillor Alcock expressed concern that these proposals did not address flooding issues in the town. However, it was noted that this was the responsibility of Severn Trent and not the developer. Councillor Amos referred to the Flood Forum meetings which had been organised and members expressed disappointment that they had been poorly attended.

**Roundabout Feature:-** Mrs Heelis indicated that further to concerns raised at the last meeting regarding cost implications of the design for the roundabout, she had spoken to Mr Ratcliffe. The initial proposal had involved the sculpture, plinth and foundations but not the treatment of the

surface of the roundabout, which would be the responsibility of the developer. Mr Ratcliffe had agreed to revisit the drawing, approach Bovis with approximate costs and Steve Groom for advice on the foundations. It was further noted that the surface of the roundabout would be the responsibility of the developer until it was adopted, it would then become the responsibility of Staffordshire Highways. Councillor Marshall was thanked for raising concerns at the last meeting regarding the apparent increasing costs of the design. **The actions of the Clerk were endorsed by the Council.**

**52/17). Clerk's Report and Correspondence:-**

**Stone and Eccleshall Division Girlguiding:-** A request had been received from Mrs Sheila Slaney for funding on behalf of Jasmine Holland, who had been selected to represent the Division at one of the Girlguiding World Centres in India. The visit was a life changing opportunity for self-development and Jasmine had already raised half of the cost of flights and accommodation. The request was referred to the Policy and Resources Committee for consideration, the next meeting of the Committee would be held on June 7<sup>th</sup>, 2017.

**Protocol for marking the death of the Sovereign or other members of the Royal Family:-** The Borough Council was formulating a protocol for arrangements to enable parishes to organise a venue for pages of condolence and floral tributes to be deposited in connection with this eventuality. Following the funeral the loose leaf paper would be taken to the William Salt Library to be included in a Staffordshire Public Book of Condolence. It was agreed that Eccleshall Parish would wish to make arrangements for such an occurrence and the Parish Council Clerk was to be nominated as the representative of the Council responsible for collection and return of the condolence pages, from and to, Stafford Borough Council. The Policy and Resources Committee would consider the most appropriate venue for the items.

**Community Paths Initiative:-** Mrs Heelis reported that Bids were invited for projects in 2017/18. The deadline for Bids was June 1<sup>st</sup>, 2017. Any members with any suggestions for possible projects should contact Councillor Mullee. Projects included the provision of tools, funding for kissing gates, the improvement of footpath surfaces and leaflets. Councillor Jacques commented that some Green Lanes in the Parish were overgrown and virtually impassable and was asked to identify the routes in question and advise Councillor Mullee, as Chair of the footpaths Committee.

**Training for new Clerk:-** The Council was in favour of Mrs Worden attending a one to one training session with Mr McRae (Staffordshire Parish Councils' Association) at a cost of £40. The training would take place in June.

**53/17). Chairman's Report:-** Councillor Garner indicated that he would represent the Council at the Stone Civic Dinner at the end of April and the Stafford Borough Mayor Making Ceremony in May.

**54/17). Accounts:-** Mrs Heelis circulated copies of the following:-

- The final accounts for 2016/17
- The summary Receipts and Payments Account
- Sections 1, 2 & 3 of the Annual Return
- The Report from Mr Toplis, Internal Auditor
- Accounts for payment April 2017.

**A1 – to receive the Internal Audit Report:-** Copies of the report had been circulated to members in advance of the meeting. The report commended the Council on the excellent quality of the financial records and associated record keeping and there were no matters to be brought to the attention of the council. Mrs Heelis was thanked for her diligence.

**A2 – To approve the Annual Governance Statement (Section 1 of the Annual Return) -** The Annual Governance Statement was considered by the Council and members agreed all matters had been adequately complied with.

**A3 – To consider and approve the accounting statements:-** (Section 2 of the Annual Return) – The statement of accounts was approved and signed by the Chairman.

**A4 – Accounts for payment April 2017:-**

Authorisation was sought for payment of the following accounts:-

C. Heelis - Salary - LGA 1972 s. 112	1382.66
Expenses - Local Government (Financial Provisions) Act 1963	98.81
PAYE - LGA (Financial Provisions) 1963	237.80
NHI - LGA (Financial Provisions )1963	311.71
Pension LG Pensions Scheme Regs. 1995	541.90
Stafford Tourism Bureau – LGA 1972 s.144	30.00
SPCA Subscription - LGA 1972 s.111	551.00
Japhlin - Service & anti virus renewal - LGA 1972 s.111	106.80
Toplis Associates - Audit fee - Account and Audit Regs. 2003	184.80
Annual subscription - Community Council - LGA 1972 s. 111	25.00
Creative Copy 'n' Colour – Neighbourhood Plans LGA 1972 s.142	53.00
Eccleshall in Bloom Baskets x 4 - Concurrent Allowance	120.00

**All were in favour and the cheques were signed.**

**55/17),** **Items / Date and Venue for next meeting** – May 17<sup>th</sup>, 2017, Parish Council AGM – Eccleshall Community Centre 7.30pm.

The Chairman reminded members that the **Annual Parish Meeting** would be held on April 26<sup>th</sup>, 2017 at Eccleshall Community Centre at 7.30pm.

There being no further business, the Chairman declared the meeting closed at 9.10pm.