

## ECCLESHALL PARISH COUNCIL

April 20<sup>th</sup>, 2016

A meeting of Eccleshall Parish Council was held on April 20<sup>th</sup>, 2016, at Broughton Parish Rooms, at 7.30pm. This meeting was followed by a meeting of the Planning Committee at 9pm.

- 43/16). Present were:-**
- |                                 |                                      |
|---------------------------------|--------------------------------------|
| Councillor D. Pimble (Chairman) | Councillor G. Garner (Vice-Chairman) |
| Councillor M. Starkey           | Councillor P. Jones                  |
| Councillor R. Langford          | Councillor E. Amos                   |
| Councillor P. Baskerville       | Councillor D. Jacques                |
| Councillor C. J. Leather        | Councillor C. Marshall               |
| 1 member of the public          | County Councillor F. Chapman         |
| Borough Councillor J. Pert      | Mrs C. Heelis (Clerk)                |
| 4 representatives from Gist     |                                      |

Apologies were received and accepted from Councillors Davies, Mullee, Taylor-Potts and Delanchy

*The meeting opened with prayers*

- 44/16). To consider Councillor requests for dispensations:-** There were no requests to receive.

- 45/16). Public Participation:-** The member of the public present did not wish to address the meeting.

- 46/16). Mr D. George – Site Manager, Gist:-** Mr George reported the following:-

- A new contract which had been awarded to Gist had brought an additional 4 warehouse jobs and 4 drivers to the site, together with 10 additional vehicle movements into the site each day and 8 outbound.
- The company had had a positive start to the year and the site was busy and thriving
- There was still some spare capacity on site and Gist was actively trying to fill the empty chamber and pallets.
- Transport capacity to comply with the operators' licence was 48 units and 55 trailers
- Gist Raleigh Hall employed 142 full time staff, 48 drivers and 14 managers on site. 34 employees lived less than 10 minutes from the site.
- A new lease agreement had been signed with the Raleigh Hall landlords to last for the foreseeable future.
- Money was being invested into the site and the local economy.
- Geographically there was little reason for vehicles to use the B5026 going through Eccleshall High Street. 95% of vehicles had an Isotrak fitted and reports were generated to indicate the route taken, vehicle and driver and speed. Drivers were being re-educated to use alternative routes.
- It was understood that work to create the new entrance into Raleigh Hall was expected to start in summer 2016 and this would become the only entrance into the site. Gist had their own experienced risk assessors who would assess the safety and suitability of the new junction upon completion.
- Gist was participating in a National Road Safety Programme with schools in conjunction with Brake road safety charity. So far 7 local schools had been visited with pupils receiving activity packs, stickers and hi-vis vests. Vouchers were given out as part of a colouring competition.
- The Company hoped to become more active in the community and was willing to consider requests for funding towards certain projects.

Councillor Pimble commented that it would be unacceptable to close the existing entrance into Raleigh Hall as this would encourage vehicles to use Stone Road, which was unsuitable.

Members commented that the Gist Vehicles were well driven and the drivers were always courteous.

Mr George and his colleagues were thanked for their informative presentation.

**47/16). To confirm the minutes of the Council Meeting held on March 16<sup>th</sup>, 2016:-** The minutes, which had been previously circulated, were agreed and signed.

**48/16). Reports from Borough and County Councillors:-**

County Councillor F. Chapman reported the following:-

- He had attended the opening of the new fire station in Stone, which was a full time operated station.
- As Chair of the Police and Crime Panel he had conversed with the five candidates standing for the position of Police and Crime Commissioner at the election on May 5<sup>th</sup>, 2016.
- Reference was made to a letter from Mr Deaville, Cabinet Support Member for Highways and Transport. The budget for the Divisional Highways Programme had been cut by 30% and power was to be devolved from the centre to towns, villages and communities to involve local people in environmental and highway maintenance.
- A bus shelter in Great Bridgeford had recently been burned down. This appeared to be the latest craze involving the setting alight and filming of burning wooden shelters to put on YouTube.
- Mr S. Hocking from Stafford Borough Council was launching an initiative with Parish Councils about dog fouling.
- Derrington had recently secured £10,000 from the Tesco plastic bag scheme towards the creation of a new woodland footpath.
- The Local Community Fund had been reduced from £10,000 to £7,500 per ward member. Applications were invited from local groups, although changes to the criteria discouraged projects being carried out directly with Parish Councils. Councillor Chapman indicated that he intended to provide some funding for local village halls, following the withdrawal of government funding to the Community Council for the support of village halls.

**Borough Councillor P. Jones;-** Councillor Jones reported that his Mayoral Year would finish on May 14<sup>th</sup>, 2016 by which time he would have attended 380 events throughout the Borough. Councillor Jones would be lighting the beacon in Victoria Park, Stafford in celebration of the Queens 90<sup>th</sup> birthday.

**49/16). Committee Reports:-**

**Traffic Management Committee:-** The next meeting with Mr Rayson, Community Highway Liaison Manager would be held on June 23<sup>rd</sup>, 2016 followed by a meeting of the Traffic Management Committee on July 6<sup>th</sup>, 2016.

**Enhancements Committee:-** Councillor Baskerville reported on a meeting of the Committee held on April 6<sup>th</sup>, 2016.

- **Risk Assessments and assets surveys:-** Councillor Baskerville requested that members who had not undertaken the assessments of items allocated to them did so as soon as possible to enable the Clerk to prepare a schedule of work required. Mr. Sheard had indicated that he was willing to continue the refurbishment of seats at a cost of £25 per seat with materials being supplied by the Parish Council.
- **Croxton Playing Field:-** A site visit was to be arranged to consider seating, together with paving slabs and fixing options to be purchased with the grant available from The Broughton and Croxton Jubilee Committee and match funded by the Parish Council. Details would be circulated.
- **Toilet Area:-** With the removal of the two diseased horse chestnut trees the toilet block now looked very stark. The remaining tree would probably also have to be removed in due course. Councillor Baskerville reported that the area had been discussed at a meeting of the Ecclian Society Bloom Committee when various ideas had been suggested. A site meeting with Mr Gammon from Streetscene and a representative from Property Services to discuss the proposals.

*Since the meeting Councillor Pert had indicated the following:-*

- 1. The area was due to be seeded imminently*
- 2. The power supply was to be installed at the same time*
- 3. Alternative trees were being considered by the Arboricultural Officer*

4. *The Borough had agreed to paint the toilet block (colour to be decided)*

*It was noted that the Borough would not be happy for any third party to carry out any structural work on the conveniences.*

- **Elford Pool:-** This item had been added to the agenda following a visit from Councillor Dyer had reported that the water quality appeared poor. Councillor Baskerville indicated that he had subsequently inspected the pool and considered the water to be clear, there was no litter or scum in the pool.
- **Suggested improvements to the area entering Hartlands Road:-** A local resident had suggested that the area could be improved by removing 20 concrete slabs, re-seeding the area and planting daffodils. This area was in the ownership of Stafford Borough Council and it was agreed to arrange a site visit following the meeting at the Toilet area.  
*Councillor Pert reported that following a site visit the Borough had indicated that several trees on the site also required attention.*

The next meeting was arranged for September 7<sup>th</sup>, 2016 following the meeting of the Planning Committee.

The minutes of the Enhancement Committee were adopted by the Parish Council.

**Policy and Resources Committee:-** The next meeting of the Policy and Resources Committee would be held on June 29<sup>th</sup>, 2016.

**Footpaths Committee:-** The next meeting of the Footpaths Committee would be held on May 5<sup>th</sup>, 2016 at 6.30pm preceding the Planning Committee meeting

**50/16). Liaison Representatives:-** There were no reports to receive from The Allotments Association, The Community Centre, Offley Hay Village Hall or Young People.

**Ecclian Society:-** Councillor Jones reported on the activities of the society including the Lunch Club and Walking Group. Plans for the Eccleshall Festival included street planting and the erection of union flags, open gardens, scarecrow competition and tool stall.

**Festival:-** Councillor Jones reported that 51 stalls were booked to date along with many other attractions.

**Visit Stafford:-** Councillor Jones reported on the AGM held on April 19<sup>th</sup>, 2016.

**Business Group:-** It was noted that the group no longer collected subscriptions however, members did meet socially.

**Slindon Residents:-** Councillor Leather reported that Mr Rayson had visited Slindon to assess the issues with the speed of traffic.

**Croxton:-** Councillor Langford asked why a monthly report was received from Slindon, but there was no opportunity for a report to be presented from Croxton and Broughton. It was agreed to consider this matter at the next meeting.

**51/16). Neighbourhood Plan:-** Councillor Pimble referred to the forthcoming referendum on May 5<sup>th</sup>, 2016.

**52/16). New Developments:-**

**New roundabout – Stafford Road:-** Councillor Pimble reported that the proposal for an eagle sculpture had been forwarded to Bovis and the Highways Authority. Bovis had indicated that the proposal would be considered by the Board at the end of April, but no commitment to provide any funding had been given. The size and design of the roundabout had yet to be approved by Highways.

It was noted that development on site was progressing rapidly and no doubt the roundabout would have to be constructed quickly to facilitate safe access into the site. Councillor Baskerville commented that a decision on any feature would have to be taken soon otherwise the opportunity to have Bovis provide something could be lost.

Councillor Jacques indicated that he was awaiting an estimate for the construction of a Bishops Mitre from Frosts. The Chairman requested that details were sent to the Clerk upon receipt.

A proposal to plant trees, which could be festooned with lights, had also been received, it was noted that the trees suggested were not native species. Members considered that maintenance could present health and safety issues.

Councillor Pimble stated that any feature would need to be striking and of a significant size to make an impact on the 9 metre wide roundabout.

It was resolved that a decision regarding the feature would be made at the next Planning Committee Meeting on May 4<sup>th</sup>, 2016 when details of the mitre and feedback from Bovis would be available. If an earlier deadline was required a special meeting may need to be called, for which the statutory notice of three working days should be given.

**Street names:-** Further consideration of street names for the Taylor Wimpey development was deferred, it was considered that names would not be required imminently as the development had not yet been granted planning approval. If several suggestions were put forward it was likely that the developer would have the final say.

- 53/16). Clerk report and correspondence:-** Mrs Heelis reported the following:-  
**Annual Parish Meeting April 27<sup>th</sup>, 2016:-** The Clerk reminded Committee Chairmen that reports were required for the meeting.  
**Watering Contract:-** A tender had been received from Stafford Borough Council to undertake the watering of the baskets and mangers in the town for 16 weeks during the summer. The sum quoted of £4600.00 was slightly less per visit than in 2015. **It was resolved to accept this quotation.**  
**Letter from Mr P. Allsop:-** Mrs Heelis read a letter from Mr Allsop raising concerns about the church bells, which he felt had been silenced by the Parish Council when the Pillar Clock was erected. Reference was also made to the clock above James du Pavey, which had been offered to the Parish. Mrs Heelis had already responded indicating that with regard to the Church Clock chiming when the bells had been rung for morning service on a Sunday, the bells were left up ready for evening ringing and in consequence the clock hammer did not operate during that day from 9am until 6.30pm. Throughout the rest of the week the clock struck the hours and half hours day and night – at no time did the Parish Council ask for the church bells to be silenced! Mr Allsop was adamant that he was correct and wished the letter to be read out at the meeting. The Clerk was asked to respond indicating that the matter had been discussed at length by the Council and members resolved to confirm that the content of the Clerks response dated April 18<sup>th</sup>, 2016 was accurate.  
**Eccleshall Football Club:-** An letter requesting funding had been received from the Football Club to refurbish the exterior of the clubhouse. The Clerk had forwarded an application form to Mr Lloyd.  
**Highways Environmental Maintenance Changes:-** Mrs Heelis indicated that the letter from Mark Deaville referred to by Councillor Chapman earlier, also stated that the number of hours available from the Neighbourhood Highways Team had been reduced from April 2016 and would be reviewed in 2017.  
**Hough Lane:-** Further correspondence had been received from Mr Bransby regarding the condition of the Lane and Councillor Chapman had already requested urgent action.  
**Stafford Borough Council Sport and Recreation Investment Plan Consultation:-** This document concerned the provision of sports facilities and playing fields across the Borough. Councils could respond by completing an online survey or the submission of a letter or email. Councillor Marshall offered to assist the Clerk in forming a response to the consultation. Councillor Pert suggested that mention was made of the need for new premises for Eccleshall Rugby Club and the outstanding requirement for a bowling green.  
**AGM:-** The Clerk reported that due to annual leave the agendas for the AGM would be sent out on May 5<sup>th</sup>, 2016 and any additional information and details of planning applications would be circulated on May 16<sup>th</sup>, 2016. Forms for the nominations of Chair and Vice-Chair of the Council would be circulated shortly. Members were asked to review their Registers of Interests completed in 2015 and advise the Clerk of any changes.
- 54/16). Chairman's Report:-** There was no report to receive.
- 55/16). Annual Governance Statement:-** The Annual Governance Statement was considered by the Council and members agreed all matters had been adequately complied with.

**56/16). Accounts 2015/16:-**

**Receipts and Payments and Audit Return 2015/16:-** Copies of the Accounting Statements had been circulated together with the Receipts and Payments Summary, Income and Expenditure details and precept spreadsheet for 2015/16.

- The Clerk reported that the accounts had been audited by the internal auditor and the books examined by the independent auditor.
- Copies of the Summary Receipts and Payments Statement and Audit Return had been circulated and the accounts for 2015/16 were approved by the Council and signed by the Chairman.

Retrospective authorisation was granted for the following payment, which had been made since the last meeting:-

Rob Keyzor, tree felling Eyeswells – *Open Spaces Act 1906 s.10* £396.00

It was noted that the first instalment of the precept and concurrent allowance amounting to £27,446.50 had been received from Stafford Borough Council and the £10 rent from Eccleshall Community Centre Association.

Authorisation was requested for payment of the following accounts:-

Wicksteed Leisure repairs Play Area - <i>Public Health Act 1961 ss. 53 &amp; 54</i>	588.36
Salaries & associated costs - <i>LGA 1972 s. 112</i>	2401.86
Expenses - <i>Local Government (Financial Provisions) Act 1963</i>	72.36
Stafford Tourism Bureau – <i>LGA 1972 s.144</i>	30.00
SPCA Subscription - <i>LGA 1972 s.111</i>	567.00
Japhlin - Service & anti virus renewal - <i>LGA 1972 s.111</i>	258.00
SBC Election recharges - <i>LGA 1972</i>	2215.45
Eccleshall Festival Insurance - <i>LGA 1972 s.145</i>	281.73
Subscription Local Council Review - <i>LGA 1972 s.111</i>	17.00

All were in favour and the cheques were signed.

**57/16). Staging date for Automatic Enrolment (Pension Scheme):-**

Mrs Heelis had circulated a paper explaining the requirements of Automatic Enrolment and setting out the legal duties of the Parish Council as Employer.

**The Parish Council was required to:-**

- Decide whether to use the existing scheme (LGPS) for automatic enrolment for the Clerk or to consider alternative schemes
- Complete the Declaration of Compliance on the staging date to confirm that the legal duties have been fulfilled.

**It was resolved that the Parish Council Clerk would remain in the Local Government Pension Scheme administered by Staffordshire County Council.**

**58/16). Items/Date and Venue for next meeting:-** May 18<sup>th</sup>, 2016, Eccleshall Community Centre 7.30pm.