

## ECCLESHALL PARISH COUNCIL

June 17<sup>th</sup>, 2015

A meeting of Eccleshall Parish Council was held on June 17<sup>th</sup>, 2015, at Offley Hay Village Hall, this meeting was followed by a meeting of the Planning Committee at 8.35pm.

**88/15). Present were:-**

Councillor D. Pimble (Chairman)	Councillor P. Mullee
Councillor B. Delanchy	Councillor P. Baskerville
Councillor M. Starkey	Councillor P. Jones
Councillor B. Davies	Councillor D. Jacques
Councillor R. Langford	Mrs C. Heelis (Clerk)
25 members of the public	4 representatives from Gist

Apologies were received and accepted from Councillors Marshall and Dyer, who were attending a training course, Councillors Amos and Garner, who were on holiday and Councillors Dodkins and Taylor-Potts who were ill.

*The meeting opened with prayers*

**89/15). To consider Councillor requests for dispensations:-** There were no requests to receive.

**90/15). Presentation – Representatives from Gist:-** Mr E. Jackson had requested an opportunity to update the Council with regard to the current plans for Gist at Raleigh Hall. The Company considered that a second access from the A519 would be an improvement from a health and safety aspect and reduce the numbers of vehicles using Swynnerton Road and consequently the numbers of complaints received from residents on that route.

The current lease, which Gist hoped to renew on a three to five year basis, was due to expire in January 2016. This would be affected by various factors including local opinion about the volumes of lorries generated by the Group and whether an agreement could be reached with the owners of Raleigh Hall.

Alternative sites were under consideration but Gist had no plans to expand the size of their operation at Raleigh Hall. However, additional lorries would be required over Christmas to meet the seasonal demand which would involve amending their operator's licence. The company employed 130 people full time and any move would have cost implications for local suppliers and involve redundancies.

A Gist driver had been asked to count traffic at the roundabout in the centre of Eccleshall over a 9 hour period and only 12% of the HGV's and farm equipment movements had been Gist lorries. Mr Jackson indicated that although a link road from Stafford Road to Raleigh Hall would remove some of the traffic from Eccleshall, most of the problem was caused by vehicles using the A519 and this would remain unchanged.

When asked if the company would consider re-routing lorries to avoid Eccleshall, Mr Jackson replied that this would be too costly. The Raleigh Hall site had been a distribution centre for 35 years and had previously been worked more intensely. Mr Jackson indicated that he was happy to attend future Parish Council Meetings if he was made aware of any concerns.

Mr Jackson was thanked for attending the meeting and it was commented that the Gist vehicles were well driven and the drivers considerate.

**91/15). Public Participation:-** None of the members of the public present wished to raise any matters at the Council meeting.

**92/15). To confirm the minutes of the Council AGM held on May 20<sup>th</sup>, 2015:-** The minutes, which had been previously circulated, were agreed and signed.

**93/15). Reports from Borough and County Councillors:-**  
**Councillor F. Chapman:-** Councillor Chapman indicated that works in Stafford Street were now expected to commence in mid-August with night time closures and that a certain amount of

disruption was unavoidable. Severn Trent remained satisfied with the condition of the sewers and would be subject to penalties if the road was dug up following the reconstruction works.

Grass cutting around the Parish was a cause for concern and it was not always clear which authority was responsible for certain areas.

Councillor Chapman reported that Jane Sawyer had been appointed as the new Chief Constable. The Fire Authority was considering changes to the provision of emergency cover following a report indicating that calls had been halved over the last 5 years.

**Councillor J. Pert:-** Councillor Pert welcomed the new members of the Parish Council and indicated that he was looking forward to a productive working relationship. The application for the new access at Raleigh Hall had been 'called in' and would be determined by the Planning Committee. Residents were urged to write to the Borough Council with their comments. Similarly Councillor Pert intended to call in the application for houses off Cross Butts and had also been contacted regarding a proposal to install a telephone mast at Raleigh Hall. Councillor Pert would welcome representations from local residents.

Councillor Pert continued to liaise with the Nat West Bank regarding a weekly one hour visit of a mobile bank to the Co-op car park. Residents were urged to download a web based app available from the Borough Council to report dog fouling, fly tipping and other issues.

**Councillor P. Jones:-** Councillor Jones indicated that his position as Mayor was non-political and he was not currently involved with any of the Borough Council committees.

**94/15). Committee Reports:-**

**Traffic Management:-** There would be a meeting with Mr C. Mitchell on June 23<sup>rd</sup>, 2015 at Eccleshall Community Centre at 4.30pm when members would meet Richard Rayson, who would be taking over from Chris as Community Liaison Officer. Any member of the Traffic Management Committee who would like to attend should contact Mrs Heelis.

The next meeting of the Committee was scheduled for July 1<sup>st</sup>, 2015, following the meeting of the Planning Committee.

**Enhancements Committee:-** The Eccleshall Sign at the corner of Green Lane and Stafford Road, which had been repainted was due to be returned on June 24<sup>th</sup>, 2015. The next meeting of the Enhancements Committee would be held on July 8<sup>th</sup>, 2015 at Eccleshall Community Centre at 7.30pm.

**Policy and Resources Committee:-** Councillor Jones reported that at a meeting of the Committee held on June 3<sup>rd</sup>, 2015 Councillor Garner had been appointed as the Chairman and Councillor Jones as Vice-Chairman.

- **Councils Insurances and Deeds:-** Details of land / property owned by the Parish Council had been appended to the minutes of the Policy and Resources Committee and the document was adopted by the Council.
- **Review of Council Complaints Procedure and Publication Scheme:-** Copies of the existing schemes together with the revised Model schemes and proposed amended schemes had been circulated to members in advance of the meeting and were adopted by the Council.

It was noted that the Publication Scheme had been amended to take account of the decision to make Standing Orders available on the Council website and the Council agreed that following adoption by the Council, the minutes of Committee Meetings would be made available in the Library.

Councillor Davies reported that she had raised the question of publicising Committee minutes at a recent Training Course and had been advised that it was acceptable not to make the minutes available on the Council website providing Standing Orders specified that no decisions were made by Committees of the Council.

- **Funding Request – Staffordshire Tithe Map Digitisation Project:-** The Friends of Staffordshire and Stoke on Trent Archive Service hoped to raise sufficient funds to digitise the tithe maps resulting from the Tithe Commutation Act 1836. The maps and their accompanying awards provided an invaluable 'snapshot' of the ownership, tenancy and

use of land in the first half of the nineteenth century, of use to both local and family historians. The digitised maps would be available to view at all archive service points in Staffordshire and Stoke on Trent. This preserving the original maps from wear and tear, which would be likely to increase once the indexes to the awards were made publicly available online.

The cost of the digitisation of the title Maps relating to Eccleshall Parish was stated to be £1,280 and it was indicated that any contribution towards the cost would be welcome. It was agreed to forward a grant of £50 towards the project. This would be a S.137 payment.

- **Financial Regulations, Risk Assessment and Internal Controls:-** Mrs Heelis indicated that she wished to clarify that the decision to appoint the Clerk as Service Administrator was to enable the account balances to be viewed online and the transfer of funds between the two accounts. The Clerk did not wish to make online payments or to have a debit card, but had thought that one was synonymous with the other.

After seeking further advice the Clerk now realised that in order to make online payments the Financial Regulations and Bank Mandate would need amending to require only one signatory (the Clerk) instead of two and Mrs Heelis was not comfortable with such a change.

It was therefore agreed that all references to online banking and debit cards were superfluous at this time and would be removed from the Regulations, Risk Assessment and Internal Controls.

It was noted that the mandate may need to be reviewed in the future if cheques were to be phased out.

- **Local Council Award Scheme:-** The Parish Council obtained Quality Status in 2004 and when the scheme was re-launched last year was awarded Foundation Level Status for One year (expiring in January 2016) to enable the Council to decide if it wished to apply for the award under the new scheme and if so which level.

Councillor Pimble had referred to the documentation and indicated that there did not appear to be any tangible benefits to the Council of achieving an award. The requirements were onerous with even the Foundation Level Status requiring the publication of an action plan, evidence that the Council consults with and actively serves the community and a training policy.

It was agreed that further consideration could be given to this matter, but if the Council wished to avoid a break in accreditation then it would be necessary to register with NALC by October 2015.

The next meeting of the Policy and Resources Committee was arranged for September 2<sup>nd</sup>, 2015, following the meeting of the Planning Committee.

The minutes of the Policy and Resources Committee were adopted by the Council.

**Footpaths Committee:-** A meeting date was to be arranged.

95/15). **Liaison Representatives:-** There were no reports to receive from The Allotments Association, The Community Centre Association, Offley Hay Village Hall, Slindon Residents or Young People.

**Tourism Bureau –** Councillor Jones reported that he had attended a meeting at Shugborough, where the group had discussed the recent accident at Alton Towers amongst other issues. The Bureau had now been renamed Visit Stafford.

**Ecclian Society:-** Councillor Baskerville indicated that the baskets and mangers had been erected and the Open Gardens had proved very successful.

**Croxton Well Dressing:-** Councillor Langford reminded members that this popular event would be held on July 4<sup>th</sup>, 2015 and all were invited to attend.

**Bishop Lonsdale School:-** Councillor Langford indicated that she had not received any communication regarding her application to become a governor at the school and Councillor Jones reported that his recent application to become a governor at the school had been unsuccessful.

**96/16). Clerk's Report and Correspondence:-**

- Declaration of Acceptance of Office forms had been signed by Councillors Jones and Langford.
- Any members who wished to be included in the visit to the Mayors Parlour on July 22<sup>nd</sup>, 2015 were asked to advise the Clerk as soon as possible.
- A request to use the Council crest on a website for Eccleshall Bridge Club had been received from Ms A. Durrant. There were no objections raised.
- Mrs Heelis read a letter from Mrs H. Ladell, Chirbury, Stafford Road objecting to congestion in Eccleshall High Street. The contents of the letter were noted.
- Mr Ranson had requested to be considered for co-option onto the Policy and resources Committee; however, Mrs Heelis had advised that Standing Orders stated – 'The members of a committee may include non-councillors, unless it is a committee which regulates and controls the finances of the council'.
- Following an item discussed at the Planning Committee Meeting on June 3<sup>rd</sup>, 2015 concerning the maintenance of land on Market Fields Mrs Heelis had advised Mr Camp that the Parish Council considered that the land could not be maintained at the public expense and it was not a matter for the Parish Council. Mr Camp had indicated that he and other residents would cut down the small trees and grass the area to enable it to be kept tidy.

**97/16). Chairman's Report:-** There was no report to receive.

**98/16). Accounts:-** The Clerk reported receipt of a VAT refund and a small amount of interest on the Reserve account.

The following accounts paid since the last meeting were approved by the Council:-

Trent Grounds Maintenance - grasscutting – <i>Open Spaces Act 1906s.10</i>	289.20
Creative Copy 'n' Colour – Newsletters – <i>LGA 1972 s.142</i>	258.00

Authorisation was sought for payment of the following accounts:-

Salaries & associated costs - <i>LGA 1972 s. 112</i>	2336.94
Expenses - <i>Local Government (Financial Provisions) Act 1963</i>	72.16
Stafford Tourism Bureau – <i>LGA 1972 s.144</i>	27.50

All were in favour and the cheques were signed.

**99/16). Date and venue for next meeting:-** July 15<sup>th</sup>, 2015, Broughton Parish Rooms, 7.30pm.

There being no further business, the Chairman declared the meeting closed at 8.35pm.