

ECCLESHALL PARISH COUNCIL

September 19th, 2018

A meeting of Eccleshall Parish Council was held on September 19th, 2018, at Eccleshall Community Centre, at 7.30pm. This meeting was followed by a meeting of the Planning Committee at 9.35pm.

- 147/18). **Present were:-**
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| Councillor G. Garner (Chairman) | Councillor P. Jones |
| Councillor C. Marshall | Councillor T. Price |
| Councillor R. Langford | Councillor P. Alcock |
| Councillor J. Leather | Councillor D. Jacques |
| Councillor L. Dale | Councillor P. Mullee |
| Councillor P. Baskerville | Councillor E. Amos |
| Mrs S.J. Worden (Clerk) | |

Apologies were received and accepted from Councillors J. Jones and Delanchy and Borough and County Councillor Pert.

The meeting opened with prayers

- 148/18). **To consider Councillor requests for dispensations:-** There were no requests to receive.
- 149/18). **To receive an overview of the Social Prescribing project running in conjunction with Eccleshall Surgery – Robert O’Leary, Community Navigator.** Mr. O’Leary outlined the details of the 12 month pilot project, running in conjunction with Eccleshall and Stone surgeries and funded by the Clinical Commissioning Group and Stafford Borough Council. Patients are referred to the service by GP’s and attend a consultation with Mr. O’Leary in order to identify non clinical, community based solutions that may help to address their needs. Issues that are addressed by the service include homelessness, debt management and social isolation. Patients can be referred to a range of social activities that can combat loneliness and isolation, including volunteering activities that could help with confidence building and improving self-esteem. Members noted that it may be worth contacting Jules Walker at Holy Trinity, who may highlight more community activities that could be beneficial.
- 150/18). **Public Participation:-** There were no members of the public present.
- 151/18). **To confirm the minutes of the Parish Council Meeting held on July 18th, 2018:-** The minutes, which had been previously circulated were agreed and signed.
- 152/18). **Reports from Borough and County Councillors:-**
Members received the report from Cllr. P. Jones, which was circulated in the Clerks report.
- 153/18). **Committee Reports:-**
Traffic Management Committee:- The next meeting will be held on the October 3rd and prior to the meeting will be a meeting with Richard Rayson on September 26th at 4pm.
Following the implementation of the permits for local trader car parking, the Council **resolved** to send a letter of thanks to Bethan Ward for all her help with the project.
Enhancements Committee:- Cllr. P. Baskerville provided an update to activities since the last meeting:-
- Permission was requested to suspend the Standing Orders requesting 3 quotes, in order to proceed with placing an order with Wood’s Christmas Tree Farm at Solihull for supply of Christmas trees, subject to receipt of an acceptable quotation. Wood’s had supplied the trees and crane hire for the last 4 years, with good quality trees and reliable service. The Council **voted in favour** of this action.
 - Residents have requested an additional Christmas tree at the High Street/Stone Road crossroads. The Council was presented with a petition supporting this with over a thousand signatures. The Ecclian Society has undertaken a feasibility study to determine if it is possible. The Ecclian Society are prepared to fund all costs for the associated with tree

and its erection, which includes the structural engineer, electrician, plans for the tree mount and the tree itself. The land is owned by the Borough Council which has no objections in principle, as long as all legal requirements are met, which involves risk assessments and 5 million pounds of public liability cover, as well as a license to occupy the land. The Council **resolved** to fully support the Ecclian Society in the erection of the tree by ordering the tree as part of its annual Christmas Tree order. The Ecclian Society would make an appropriate donation to cover the costs for the additional tree. It was also **resolved** that the Parish Council would provide the public liability insurance within its policy. The Clerk will provide an update to the supporters who had been in contact with the Council, and provide an update on its website and Facebook.

- The blue bench by the crossroads is in need of rubbing down, treating and re-painting and it was **resolved** to approve a quote of £65 for Mr. Sheard to complete the work.
- Elford Pool – since previous discussions to proceed with stocking the pool with fish, the pool has suffered a considerable loss of water and is now mainly mud, and clearly not suitable at this time for stocking with fish. Mr. Buxton (Environment Agency) re-visited the pool and suggested that remedial measures should include a severe cut back of surrounding trees, and removal of mace and detritus from the pool. As the pool was at such a low level, it was felt that this would be a good time to consider a plan of action. The Council **resolved** for the enhancements committee will formulate a management plan for Elford Pool and to research and obtain quotes for the necessary rectification work. Cllrs. Mullee and Jacques would provide information as they have experience in this area.
- It was noted that the recent repair of the bus shelter has resulted in the tiles being placed the wrong way, and the Council were concerned with the repair. It **resolved** for Clerk to contact Mr. Sheard to request the area to be redressed and repaired in line with the orientation of the other tiles.

Policy and Resources Committee:- A meeting was held on September 5th. Cllr. Garner provided the following report:-

- The Clerk presented an update of the precept expenditure to date, and advised there had been no unforeseen costs to date.
- There is an ongoing review of our Standing Orders to ensure they are fit for purpose in light of new regulations.
- The committee agreed it would be beneficial to raise the profile of Parish Council grants to encourage suitable applications and to publicise on the website, Facebook and the upcoming newsletter. The Council **resolved to endorse** this recommendation.
- The committee discussed the upcoming renewal of the PC maintenance contract and concluded that it was fit for purpose and was in favour of extending the contract. The Committee also discussed and recommended that the small list of local neighbourhood highways works identified by Councillors should be put out for 3 quotations, in order to proceed with the work at the earliest opportunity. The Council **resolved** to endorse this recommendation.
- The committee considered the updated property and assets risk assessment document which had been amended to reflect standard guidance and recommended the document be adopted by the Council. The Council **resolved** to endorse this recommendation.
- The next meeting will be held on the 5th December.

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

Footpaths Committee:- A meeting was held on September 5th. Cllr. Mullee provided the following report:-

- Mr. Smith was working to clear a number of paths.
- Part of footpath 112 was blocked due to crops being planted across the path. The Clerk is to write to the landowner to request the path is kept clear of crops.
- Fingerposts are on order from the Rights of Way team. The Council can no longer hold stocks of fingerposts, but must order as required and supply details of the location for the replacement posts.
- There has been an additional quote received for the repair of the gate at the top of footpath 13. The initial quote was £475, not including materials, but the new quote is from David

Minshull, at a cost of £300 plus VAT. The Council **resolved to accept** the quote of £360 from D. Minshull.

The minutes of the Footpaths Committee were adopted by the Council, with an amendment to item 4 to include walk no. 9.

- 154/18). Liaison Representatives:-** Reports were accepted by the Council, as circulated in the Clerks Report prior to the meeting. No additional items were reported.
Cllr. J. Jones agreed to take on the role of liaison representative for Offley Hay Village Hall.
- 155/18). Eccleshall Community Transport scheme update:-** A quarterly update meeting was to be held on September 20th. More drivers are still needed, and there are nearly 40 passengers signed up.
Cllr. P. Jones agreed to supply an article for the newsletter to raise awareness of the scheme.
- 156/18). To consider and adopt the Data Protection Impact Policy:-** The policy provides a summary of the steps needed in order to assess data protection risks associated with a project, as well as an assessment form for completion. The Council **resolved to accept** the Policy and Impact Assessment Form.
- 157/18). Update regarding Copmere Picnic Site tree works and consideration of next steps:-**
Investigations are ongoing with regards to the legal history of Copmere Picnic site, and once all information is collated it will be brought to the attention of the Parish Council for discussion.
It was noted that the seats on the picnic site are in need of improvement, but are not deemed unsafe.
- 158/18). Feedback on the visit to Shenstone and Brewood Community Managed Libraries:-**
Councillors noted the two libraries had developed in different ways. Shenstone had applied for lottery funding and incorporated a volunteer run community café, which made a profit in order to support library costs. Brewood was run by volunteers under the umbrella of South Staffs and Shropshire NHS Trust. Both needed a strong support pool of volunteers to help staff the library and had a committee to oversee the day to day running. It was noted that it is a huge commitment for any group that chooses to take it on. The start of the procurement process has been delayed from the planned mid-September start, but is expected to start soon and will still run for a period of 8 weeks.
The Council **resolved to support** the County Council by publicising details of the procurement process and any planned activities to encourage applications. It also wishes to support the successful group in order to ensure the library is successful moving forward. At present, it is not in a position to commit to anything further and is awaiting further information from the County Council.
- 159/18). To discuss concerns about future planned reductions to the Bus Service:-** Concerns were raised about the potential removal of the 13A bus service when the subsidy on the service is removed in March 2019. If the service was not deemed viable, this would result in the loss of the 07.50 service that is used by post 16 school children and commuters. This would leave the No. 14 service running at 06.59 or 09.23. It was noted that students travel at a reduced rate, so D&G would not be receiving the full fare price on these passengers.
The Council **resolved** to contact the County Council and Cllr. Pert to raise their concerns about the potential loss of the service and community impact, and to contact D&G to request their review of the timetable and to look at how they could retain this service. Key schools and colleges would be advised of the potential concerns about the service. Cllr. Price will raise community awareness on Facebook which will help gauge impact on the community.
- 160/18). Winter newsletter content:-** The Clerk requested any articles that could be included in the newsletter to be sent at the earliest opportunity, and also advised that a suitable cover image is needed. Members suggested contacting James Merrick regarding an image.
- 161/18). To consider any New Development updates:-**
Taylor Wimpey site:- Nothing to report
Bovis:- Maintenance work on Badgers Croft is ongoing and Cllr. Marshall and the Clerk met with the contractor to raise their concerns. The contractor is to submit a plan to rotovate, remove rubble

and re-seed the area. In the meantime, the area will be strimmed and maintained as much as possible.

With regards to the verge opposite the development, the County Council are unable to cut the grass until remedial works on the verge have been completed by the contractor nominated by Bovis. County council are in the process of chasing a completion date.

Roundabout Feature:- Discussions are ongoing with the County Council regarding the details required for the remaining licence application.

Cross Butts:- It was noted that some householders are starting to park on the road, due to a lack of spaces at their property.

162/18). To receive the Clerk's report and correspondence:-

The Council **resolved** to accept the Clerk's report.

Correspondence for discussion:

- Resident complaint regarding excessive noise levels from live music events at the Royal Oak:- Contact with the Police confirmed there has been no complaints of anti-social behaviour over the last 2 months, and that the Borough Council licensing team have advised the resident to keep a log of any issues and report back to see if there are any contraventions to the license.
- Response from D&G regarding the 13A bus service:- D&G has responded to the residents' concerns about the safety of the driving and the change of route and has been advised that the error with the route has been raised, and there are regular mystery shoppers to check the service. The resident has written again regarding specific concerns regarding drivers and is awaiting a response.
- Appeal from resident regarding access gate to Bishops Court:- Following the decision of the Council to request removal of the access gate onto Bishops Court, the resident has written to appeal against the decision. After discussion the Council **resolved** to stand by its original decision to request removal of the gate, as there is no legal right to access from the property and there should be no precedent set.
- Resident complaint about former NatWest Bank and potential purchase by Staffordshire Wildlife for use as a shop and distribution centre:- The Council are not aware of any factual basis for the plans at this point in time, and are not able to respond at this time. Should there be any planning applications submitted for a change of use, the Council will be able to respond in due course.

163/18). Chairman's Report:-

The Chair noted his recent attendance at the library visit to Shenstone and Brewood, and at the Mayor's Parlour evening.

The Chair wished to minute the regrets of the Council at the resignation of Cllr. Le Monnier and to express its thanks for all of the work undertaken whilst on the Council, and for any ongoing work in support of the Parish Council. The Council endorsed these comments.

It was noted that the Civic Service will be held on October 21st at 11am at St. Pauls Church Croxton. Everyone was welcome to attend.

164/18). Accounts:-

Retrospective approval was granted for the payment of the following accounts:-

S. Worden - Salary - LGA 1972 s. 112	1033.81
Expenses - Local Government (Financial Provisions) Act 1963	71.78
PAYE - LGA (Financial Provisions) 1963	25.80
NHI - LGA (Financial Provisions)1963	125.02
Pension LG Pensions Scheme Regs. 1995	346.48
Parton Agriplant Ltd – hedge cutting - Open Spaces Act 1906 s.10	264.00

SLCC – Cheshire Branch Conference - Training - LGA 1972 s.111	25.00
Mazars LLP – Accounts and Audit Regs. 2015	360.00
TGM Grass and hedge cutting - Open Space Act 1906 s10	97.20
Creative Copy 'n' Colour – Walks Leaflets – LGA 1972 s.142	384.00
A.G. Jones Builder – installation of High St. Hydroshield barriers LGA 1972 s.137	1272.00
Stafford Borough - Civic Amenity visits - concurrent allowance	780.00
Society of Local Council Clerks, CiLCA Portfolio course - Training - LGA 1972 s.111	408.00
Rod Sheard repair of Bus Shelter Roof - Parish Council Act 1957 s.2*	85.00
Eccleshall Guide LGA 1972 s.142	140.00

Authorisation was requested for payment of the following:-

S. Worden - Salary - LGA 1972 s. 112	1033.61
Expenses - Local Government (Financial Provisions) Act 1963	154.36
PAYE - LGA (Financial Provisions) 1963	26.00
NHI - LGA (Financial Provisions) 1963	125.02
Pension LG Pensions Scheme Regs. 1995	346.48
TGM Grass and hedge cutting - Open Space Act 1906 s10	215.40
G. Garner Travel Expenses - Local Government (Financial Provisions) Act 1963	39.50
Joy Jones Travel Expenses - Local Government (Financial Provisions) Act 1963	50.60

The Clerk noted receipt of completed External Audit for 2017-18, with no matters arising from Mazars.

The Council **resolved to approve** the purchase of the 11th Edition of the Charles Arnold Baker publication, at a cost of £103.99 plus postage.

The Council **resolved to approve** the purchase of the Local Councils reference book at a cost of £20.

The Council **resolved to approve** the payment of the registration fee for CiLCA at a cost of £250.

165/18). Items / Date and Venue for next meeting:- The next Meeting of the Parish Council will be held on October 17th, 2018, Offley Hay Village Hall, 7.30pm.

There being no further business, the Chairman declared the meeting closed at 9.30pm.