

MINUTES of Meeting of Brocton Parish Council held at Village Hall, Old Acre Lane, Brocton on Wednesday, 3 July 2019 commencing at 7.30 pm.

Present: Cllrs: Mr R Bates (Chairman), Miss J Perry and Cllr L Goff.

78/19 APOLOGIES: Cllrs Mrs B Smith, Mrs L Smith, Cllr A Cooper (SBC) and Cllr J Francis (SCC).

79/19 PUBLIC OPEN SESSION

The Chairman adjourned the meeting and declared the public session open. 1 member of the public was present. An enquiry was made about the bus service, route 74 – does the Parish Council know if any changes have been made to the timetable? Clerk advised that no recent changes have been communicated by SCC but agreed to look into this. Councillors requested that details of this bus service be included in the next edition of the Paperchase.

Action – Clerk.

The Chairman closed the public session and resumed the meeting.

80/19 DECLARATION OF INTERESTS There were no declarations of interest.

81/19 REQUESTS FOR DISPENSATIONS UNDER THE LOCALISM ACT 2011 There were no dispensation requests.

82/19 MINUTES Minutes of the Meeting held on 5 June 2019 were approved and signed as a correct record.

83/19 MATTERS TO BE UPDATED from previous meeting

a. 68/19c – Annual Park inspection. Clerk confirmed that the inspection had been requested and will take place at the beginning of August.

b. 75/19a-d – 2018/19 end of year Audit arrangements. Clerk advised that the remainder of this process has been completed and the website has been updated accordingly. The period of Public Rights has been set for 28 June – 8 August.

c. 52/19 – Disclosable Pecuniary Interests Form. SBC have requested Cllr Mrs B Smith complete a new form, which has been done and Clerk will forward to SBC.

Action – Clerk.

84/19 PLANNING APPLICATION

a. 19/30639/HOU – The Gables, Chase Road, Brocton. Replacement sun room extension and replacement garage building. No objections or comments made; comments from Cllrs were received by email and SBC were informed 24.6.2019.

b. 19/30217/HOU – Oakmoor, 59 Pool Lane, Brocton. Amended application considered. No comments or objections made. Clerk to inform SBC accordingly.

Action: Clerk.

85/19 PLAYING FIELD

a. Inspection report for June was received. No issues were raised.

b. Inspection Rota arrangements from September onwards has been deferred to the next meeting owing to the absence of Cllr Mrs B Smith.

86/19 CLERKS REPORT

Clerk provided an update to the report that had been previously provided to all Cllrs, as follows:

a. Tree log in play park - Clerk confirmed rotten tree log had been removed and Rangers will deliver new log when one becomes available.

b. Phone kiosk on village green – refurbishment has been followed up; however, it has not been possible to find someone willing to refurbish it. Councillors requested Clerk contact Colwich

Parish Council to explore if their Lengthsmen would be willing to take this on and what the cost would be.

Action – Clerk.

c. New signatories on Bank Account – Clerk confirmed this is being progressed,

87/19 TRENT VALLEY COLLABORATION GROUP

a. Cllr Bates and Clerk provided an update from the above meeting held in June 2019. The meeting was well attended by Parish Councils within Cllr Francis' area. Future meetings will be rotated between Parishes, with meetings taking place in October, February and June. The spirit of working collaboratively has been well received.

b. Councillors discussed the possibility of collaborative working for gully cleaning within the village and whilst it was felt this should remain with SCC, it was agreed the Clerk would investigate costs and how the process would work on a practical level and provide an update in September/October for further consideration.

Action - Clerk

c. Councillors discussed the proposal put forward by Colwich Parish Council to undertake the grass cutting arrangements for the village. Clerk advised that the current contractor, TGM, have been asked to provide details of costs for the 2020 season and it is hoped these will be available for the September meeting. Councillors agreed to the Clerk establishing details of costs that Colwich Parish Council would charge and bring an update to the September meeting. Clerk reminded Councillors of the need to bear in mind the reduction in the grass cutting grant from SCC from 2020 onwards.

Action – Clerk.

d. Councillors advised Clerk of the following items for the next collaborative meeting in October: request an update from SCC of inspections carried out on work completed by Amey; filling of grit bins – would prefer current service to be maintained by SCC and may be willing to make a contribution to the cost if SCC agreed to deliver. Cllr Miss Perry may be able to accompany Clerk to October meeting, once actual date is known.

Action – Clerk.

88/19 REPAIR AND INSTALLATION OF MARKER POSTS ON POOL LANE

a. Clerk informed Councillors that the SCC Highways Officer had approved the Parish Council replacing and installing marker posts within the village, where the Parish Council deemed them as necessary. The necessary license had been provided, which needed to be signed by the Parish Council and was valid for a period of 10 years from 1 July 2019. Councillors requested the Clerk obtain costs for the purchase and installation of white marker posts and wooden posts (the same as had been installed on the Service Road) from Amey and TGM. This would be considered further at a future meeting once costs were available.

89/19 VILLAGE LITTER PICK

a. Date was agreed as Sunday, 15 September 2019, to meet at 9.30am at car park near Chetwynd Arms. Clerk to inform volunteers accordingly.

Action – Clerk.

90/19 STANDING ITEMS

a. Community Based Approach – Clerk confirmed that grant application for the Vehicle Activated Speed signs had been successful, with a grant of £5,000 being awarded to the Parish. Cllr Goff and the Clerk to progress this, in consultation with SCC Highways Officers and update the Council accordingly over the coming months. Clerk advised the Council that the project needed to be completed by April 2020.

Action – Cllr Goff and Clerk.

b. Village Hall – Chairman advised that the finances of the Village Hall are healthy. A recent article in the Village Voice advised of an event that had been held in a local village hall where the hirers had left it in an appalling state, which took days to clean and resulted in a number of

bookings being lost. Clerk had recently shared details of a possible grant opportunity with the village hall committee. Representation from the Parish Council remains unresolved.

Action – Clerk and Chairman

c. Cannock Chase – No update at present.

91/19 FINANCE

a. Accounts for payment – The meeting approved the payment of the following accounts:

Paid to:	Details:	Net Amount	VAT	Total Paid
Salary and expenses	Period covered 1 – 30 June 2019, includes additional hours for CiLCA training	£463.78	£1.33	£465.11
Salary and expenses	Period covered 1 – 31 July 2019, includes additional hours for CiLCA training	£431.68	Nil	£431.68
HMRC	PAYE for the period 6.6.19 – 5.7.19	£102.00	Nil	£102.00
Trent Grounds Maintenance	Cuts 6&7. Cut/strim A34 verge, strim Brocton Cres: bank in Pool Ln; triangle of grass at Pool Ln & playing field	£410.75	£82.15	£492.90

b. Quarterly budget update and variances. Clerk provided update to Council for expenditure up to 30 June 2019, which remained largely in line with the budget expectations, however, the following variances were noted: small underspend for the SPCA subscription and Parish meeting expenses; overspend for Audit fees due to unforeseen circumstances of illness and need to secure emergency internal audit arrangements and overspend for Insurance due to increase in Insurance Premium Tax, as levied by the Government and provision of cover for phone kiosks.

c. Potential investment opportunity. Councillors discussed details of investment opportunities, as provided by the Clerk. Some concern was raised over the potential for personal liability if investment failed. It was agreed, therefore, that further consideration was required and the Clerk was requested explore the matter of personal liability and to add this to the Agenda for September.

Action - Clerk

92/19 – TO RECEIVE CORRESPONDENCE

a. Community Foundation Grant. This was considered by Councillors and Cllr Miss Perry suggested it might be useful for the replacement of safety tiles in the play park, subject to the outcome of the Annual Inspection. It was agreed, therefore, to wait until the completion of the Inspection. Clerk will add this item to the September Agenda for further consideration.

Action – Clerk.

b. Interest rate increase notification from Stafford Railway Building Society. This was noted.

c. Nextdoor Brocton. Cllr Bates provided an update on this scheme, which was discussed and it was agreed that no further action was necessary.

93/19 – AGENDA ITEMS FOR NEXT MEETING.

a. the following items were requested:

- update on speed signs
- mobile phone coverage within the village
- arrangements for budget planning for 2020/21
- parish councillor vacancies

Action – Clerk

There being no further business the Chairman closed the meeting closed at 9.15pm