

# Stowe By Chartley Parish Council

Minutes of the meeting of Stowe by Chartley Parish Council held on 23rd January 2018 in Stowe by Chartley Village Hall.

Present: Cllr. Meddings Chairman  
Cllr. Lyons. Vice Chairman  
Cllr. Mrs. Finney  
Cllr. Mrs. Grimes  
Cllr. Mackellar.

Also in attendance. J. Blount. Clerk/RFO  
Cllr. Francis sent his apologies.

**1/18. Apologies.** Apologies were received from Cllr. Tilston.

Resolved to accept the apologies.

**2/18. Declarations of Interest.** There were no declarations of interest.

**3/18. Written applications for dispensations under the Localism Act 2011.**

There were no applications.

**4/18. Minutes of the meeting held on 5th December 2017 in Stowe by Chartley Village Hall.**

Resolved to approve the Minutes as a true record.

**5/18. Matters arising from the meeting held on 5th December 2017 which were not otherwise on the agenda.**

**019/16 Water on road, Stowe Lane.**

The problem had not returned but the Clerk was monitoring the situation and would re-report when the problem returns.

**226/17 Community Paths Initiative grant application.**

Stiles had been cleared, paper obtained for revised and new walk leaflets and County Council advised of waymarkers needed. CPI claim had been submitted.

**336/17 Draft short walk leaflet.**

Resolved that the Gypsum Walk leaflet and shorter Drointon Walk leaflets be published.

**292/17 Rights of Way Order on airfield.** Clerk pursuing County Council Officer for copies of support letters.

**299/17 Safety and legislative issues on playing field.**

Clerk had written to Messrs. Hedleys seeking guidance on the procedure to register the playing field.

**335/17 Registration of St. Johns Close land.**

Clerk had written to Messrs. Hedleys seeking guidance on the procedure to register the land at St. Johns Close bounded by fence to Fielden House and carriageway.

**302/17 Community Awards.**

The Chairman had presented Mr. Beardmore with his certificate.

Resolved to discharge this item.

**326/17 Appointment of Data Protection Officer.**

Due to the current lack of clarity about the General Data Protection Regulation (GDPR) it was decided to await further developments.

**331/17 Asset inspection report.**

Work on bus shelter had been commissioned but would be delayed by adverse weather.

**333/17 Minor Highways Work.**

Work delayed due to illness.

**6/18. Adjourn meeting.**

**7/18. Public participation.** Cllr. Mrs. Beatty kindly briefed Members on Borough Council finances, Morth Stafford and station development, promotion of tourism and the reduction in the homelessness figures.

**8/18. Standing Items:**

**Inspection Report.** No safety issues.

**Neighbourhood Watch.** There was some dissatisfaction with the police support.

**Hazeldene House Surgery.** Cllr. Lyons reported on the meeting and said that notes would be distributed when available. He commended the speaker on dementia to the Chair for inclusion in the Parish Meeting.

**9/18. Chairman's announcements.**

The Chairman announced that Cllr. Harnett had resigned. This was regrettable as Cllr. Harnett had made a significant contribution to the work of the Council. Clerk to write a letter of thanks to Mr. Harnett.

The Clerk had asked the Borough Council to deal with the vacancy created and a poster had been put on the noticeboard asking residents if they wish to call an election. The poster will stay there until 12th February. The clerk advised that an election would cost the Council about £4,000.

**10/18. Questions from Councillors.**

There were none.

**11/18. Planning applications and appeals.**

App. 17/27741/HOU and App. 17/27742/LBC Old Hall Farmhouse. Drinton.

Resolved that the application be noted.

App. 18/27820/PAR Notification for prior approval for a proposed change of use of agricultural building in Bridge Lane to a dwellinghouse (Class C3) and associated operational development.

Resolved that the application be noted.

**12/18. Bank reconciliation.**

Resolved that this be approved as a true record.

**13/18. Accounts for payment.**

Item	Net	VAT	Gross	
J. Blount. Salary & expenses	474.73	41.79	516.52	
HMRC	85.20	0	85.20	
Wicksteed Leisure. Play Area Inspection & risk assessment	60.00	12.00	72.00	

Resolved to approve the above payments.

**14/18. Response to County Council's library service proposals.**

Resolved that the Council was content with the proposals.

**15/18. Invitation to discuss Western Power Distribution Plans.**

Resolved to note the invitation.

**16/18. BKV competitions.**

Resolved to enter the main competition only.

**17/18. Mowing contract for 2018/19.**

Cllr. Meddings declared an interest and left the meeting.

Resolved to repeat the existing contract terms with the addition of the square on the north side of St Johns Close junction and emptying of the litter bin.

**18/18. Tree Charter.**

Resolved to confirm the signing of the Tree Charter but not to commit resources to the principles.

**19/18. Support for Compass magazine.**

Resolved not to provide stamped addressed envelopes for two outlying farms and for the Clerk

**20/18. Maintenance of church clock.**

Resolved to approve payment of maintenance charge.

**21/18. Resolutions confirming compliance with Foundation Award standards.**

Resolved to confirm that the Council publishes online the 15 documents listed as the criteria for meeting the Foundation Award level of the Local Council Award Scheme.

Resolved to confirm that the Council has the additional 8 documents listed as the criteria for meeting the Foundation Award level of the Local Council Award Scheme.

**22/18. Internal auditor's interim report.**

The auditor pointed out that the Standing Orders and Financial Regulations on the web site were not the latest copies. He supported the RFO's concerns about the limited funds available to the Council.

The Clerk reported that he had posted the latest Standing Orders and Financial Regulations to the web site.

Resolved that the Internal Auditor's report be noted.

**23/18. Clerk's appraisal.**

Resolved to appoint Cllr. Mrs. Finney to the Employment Committee in place of Cllr. Mrs. Grimes who had stood down.

Resolved that Clerk arrange Employment Committee Meeting for 7pm on 6th March.

**24/18. Training requirements.**

Resolved to fund SLCC Councillors' Course for Cllr. Mrs. Finney.  
Resolved to fund first day of SLCC Practitioners' Conference for clerk @ £99 + VAT.

#### **25/18. Budget for 2018/19.**

Resolved to approve the following budget for 2018/19.

<b>Receipts</b>	
Precept	10760
Other	698
Total	11458
<b>Payments</b>	
Administration	6585
Members' costs (Training etc)	190
Agency work	862
Environmental work	2134
Playing field	735
Donations & grants	100
Provision of information	570
Contingency	285
Total	11461

#### **26/18. Precept for 2018/19.**

The RFO cautioned that there was a risk that the Council would not be able to deliver the activities or services expected if and when the Secretary of State imposed a cap on precepts.

Resolved to set the precept at £10,760 exclusive of grants.

#### **27/18. Self certification as an exempt council for external audit.**

Resolved to sign the self certification form for the external audit.

#### **28/18. March Newsletter.**

Resolved to include an invitation to apply for the casual vacancy should this not be filled by an election. Also include item on dog mess and signposting to the Council's web site.

#### **29/18. Correspondence.**

**SPCA.** Bulletins.

**SLCC** Briefings

**IIMC** Briefings

**Rural Services Network.** Briefings

**Staffs CC.** Highways updates

**SBC** Members' Digest

**Community Council of Staffordshire.** Draft Pub is the Hub report featuring The Blythe Inn.

**Louise Ellis Newton, Notice boards online and White Hill Ltd.** Noticeboards.

**KOMPAN, HAGS UK, Sutcliffe and Produlic** Play equipment.

**Arien.** Web design.

**Fibrous.** Plaques.

**Plantscape.** Street furniture

**B&C shelters and Queensbury Shelters.** Bus shelters.

#### **30/18. Meetings in 2018/19**

Resolved to agree the following dates:

3rd April 2018

1st May

3rd July

4th September

2nd October

6th November

4th December

22nd January 2019

5th March

Meeting closed 10pm.