

# **WHITMORE PARISH COUNCIL**

## **Minutes of the Meeting held on the 5<sup>th</sup> January 2011.**

**A Regular Meeting of Whitmore Parish Council was held on Wednesday 5<sup>th</sup> January 2011 at 7.15 pm in the Whitmore and District Village Hall.**

### **PRESENT**

Councillors A.J. Wilkinson (Chairman). I.D. Webb (Vice-Chairman), Mrs. A. Booth, G. Corbett, N.D.K. Hopper, P. Maskery, W.P. Murray, plus Mrs. D. Burns, Village Agent, R.N. Haysom, retiring Clerk, Wendy Kinson, new Clerk.

### **1:1/11 TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE**

Apologies for absence were received and accepted from County Councillor F.Chapman, Borough Councillor A. Howells and Cllr A. Pedley.

### **2:1/11 TO RECEIVE DECLARATIONS OF INTEREST IN THE ITEMS ON THE AGENDA**

None were declared.

### **3:1/11 TO INTRODUCE AND WELCOME THE NEW PARISH CLERK**

The new parish Clerk, Mrs. Wendy Kinson, was introduced and welcomed.

### **4:1/11 TO HOLD THE INFORMAL OPEN FORUM**

No parishioners were present and the Chairman moved on to the next item of business.

### **5:1/11 TO APPROVE THE MINUTES OF THE MEETING HELD ON 1.12.10**

Cllr Webb commented that it was the Highway Engineer who would organise the SID (283:12/10). After this clarification, Cllr Maskery proposed, Cllr Webb seconded and it was resolved that the Minutes of the Regular Meeting held in December be approved and signed as a true record. The Chairman signed the Minutes,

**6:1/11 TO CONSIDER MATTERS ARISING FROM THE MINUTES OF THE LAST REGULAR MEETING NOT INCLUDED IN THE AGENDA**

A notice had been provided by the Clerk for the car parked overnight in the lay-by by Stephenson's Stores (286:12/10) and the problem seemed to have been resolved.

**7: 1/11 TO CONSIDER HIGHWAY MATTERS**

The SID would be situated on a non-permanent basis, at the southern end of the village to see if it made a difference in reducing speeding.

**8:1/11 TO CONSIDER HIGHWAY MAINTENANCE MATTERS**

Cllr Webb circulated a report and update from CLARENCE. The following were discussed:

1. 1062182. A53. Dangerous Lighting at Lymes Cottage. Cllr Hopper would monitor the situation.
2. NA. Gullies in Snape Hall Rd. These had been particularly bad during the severe weather. Cllr Murray would contact Jeff Green about this.
3. In Butterton, the footpath sign (to the Church) needed attention. Cllr Booth would look into this.
4. The County Council had been informed that the grass needed cutting. The Bus shelter needed clearing out. Streetscene needed to be informed of this.

**9:1/11 TO CONSIDER THE PARISH APPEARANCE, PARISH HANDYPERSON AND COMMUNITY WARDEN TASKS**

There were no tasks for the Parish Handyman. The new clerk would be introduced to him.

**10:1/11 TO CONSIDER ANTI-SOCIAL BEHAVIOUR AND COMMUNITY POLICING MATTERS**

The Clerk reported that he had received a statement from the Chief Constable, and he would circulate it to all Councillors.

**11:1/11 TO RECEIVE REPORTS FROM COUNTY AND BOROUGH COUNCILLORS AND OFFICERS**

There were no reports.

## **12:1/11 TO REVIEW THE PARISH PLAN ACTION PLAN**

To be advised.

## **13:1/11 TO RECEIVE THE VILLAGE AGENT'S REPORT**

The Village Agent reported the following:

1. All contributors to the Festival had been acknowledged and thanked, but Mrs. Burns still had not heard from everyone to say how much had been raised.
2. An information morning had been arranged for 5<sup>th</sup> March, from 9 – 1, and Mrs. Burns had already spoken to various agencies. There would be more details at the next meeting.
3. The possibility of forming another WI group was being explored.
4. Mrs. Burns was speaking to the Village Hall Committee about celebrating Burns Night.
5. She would be liaising with Cllr Webb about the Parish Plan.
6. More action was needed on the Community Development Fund.
7. There was Volunteer training next month that Mrs. Burns would be attending.
8. She was also arranging meetings concerning the elderly living alone in rural areas.

She would send the application forms for the Best kept Village to Cllr Booth.

Mrs. Burns left after this item.

## **14:1/11 TO CONSIDER VILLAGE HALL RECREATION FIELD AND PLAY AREA MATTERS.**

A printed Security Notice about 24-hour surveillance was given to Cllr Murray for the Information centre.

As the present Clerk was one of the three trustees of the charity concerned with the Recreation Field, he needed to remove his name and a new trustee would need to be appointed. The documentation was passed to Cllr Hopper. It was felt to be advisable to keep this as a charity.

## **15:1/11 TO RECEIVE A REPORT ON PREPARATION FOR THE BEST KEPT VILLAGE COMPETITION 2011**

Cllr Booth reported that she had informed BT about the condition of the telephone box by the Mainwaring Arms. Cllr Murray commented that BT was obliged to maintain the box, especially as it was in a Conservation Area.

### **16:1/11 TO CONSIDER LOCALITY ACTION PARTNERSHIP MATTERS**

The next LAP meeting was due to take place the following day, when there would be a presentation on the Befrienders' Scheme – support for people living alone. The Clerk asked Cllr Webb to obtain some new notices about this scheme for the noticeboards.

### **17:1/11 TO RECEIVE A REPORT ON THE INFORMATION CENTRE**

Cllr Murray had little to report from the Information Centre; it was agreed that a major discussion was needed about it and this was to be scheduled for the March Parish Council Meeting.

### **18:1/11 TO RECEIVE REPORTS FROM COUNCILLORS ON ANY RESPONSIBILITIES NOT ON THE AGENDA**

Cllr Booth reported that she had been in contact with the County Council about various tasks needed on local footpaths and she had been assured that these tasks were on the jobsheet.

### **19:1/11 TOWN AND COUNTRYSIDE PLANNING**

There were no new Planning Applications.

10/397/OU – Temporary agricultural workers dwelling at Greenacres Farm, Dab Green had been refused.

10/574/FUL – first floor sand side extension to dwelling – Woodside, Parkside Drive, Baldwins Gate had been accepted.

The view of the Conservation Advisory Working Party on Application 10/621/FUL was noted.

Nothing of note was contained in the Calling Notice for the NULBC Planning Committee meeting on the 5<sup>th</sup> January 2011.

### **20:1/11 FINANCIAL MATTERS**

The Clerk tabled documents and spoke on this item, with the Chairman's approval.

1. **To consider Donations and Purchases.** The Clerk reported that he had received no requests for donations or purchases.
2. **2010/11 Budget.** Cllr Webb presented a paper on this .
3. **Precept.** A discussion took place and Cllr Webb proposed that the Precept should be increased to £17,000. This was seconded by the Chairman and all voted in favour. Cllr Hopper felt it would be advisable to prepare some form of justification.

4. **Community Chest.** There was still over £700 remaining in the Fund and applications needed to be received by 31<sup>st</sup> Jan. Cllr Hopper would encourage Baldwins Gate School to apply. There was to be a review meeting on 7<sup>th</sup> Feb. at 2 pm at the Civic Offices and applications to attend this needed to be received by 21<sup>st</sup> January.
5. **Wellbeing Fund.** This was funded by Staffs County Council and was aimed at older and vulnerable adults. The Village Agent was applying for funding from this Fund for the Trim Trail.

**6. To authorise the payment of Accounts.**

Mr. Haysom tabled and explained the accounts for payment which had been previously circulated. Cllr. Webb proposed, Cllr Wilkinson seconded and it was agreed that the following accounts be paid on the dates shown except for the Clerk's Gratuity which was to be paid on 31<sup>st</sup> January, on the satisfactory handover to the new Clerk.

(The cheque number precedes the Payee. DD indicates Direct Debit)

849 Security Services – Annual Maintenance charge for CCTV	£ 14.90
850 Madeley PC – Office consumables	£ 6.93
851 MC Landscaping – village maintenance - December	£ 366.60
852 P Moss – Mole control	£ 192.00
853 * R Haysom – Clerk's Gratuity (replaces cheque 848)	£1587.00
DD Plus Net – Info Centre Internet Access (Direct Debit)	£ 6.49
854 **Inland Revenue – Tax on Gratuity	£ 317.40

**A Total of £2,473.92 including £102.47 VAT.**

\*to be paid 28 Jan 2011. \*\* to be paid 31 Jan 2011.

**7.To consider general finance matters.**

At the Chairman's request, Mr. Haysom covered the following subjects:

**1. Bank Reconciliation**

A Bank Reconciliation had not been produced

**2. CCTV Costs**

He had requested payment of £191 from the Village Hall Management Committee which was 50% of the latest invoice. This was passed to Mr. Haysom by the Chairman.

**3.MC Landscaping Quotation**

Cllr Hopper reported that he hoped that the Job Specification and Quotation from MC Landscapes for grass cutting and other work might be available soon.

**4.VAT Refund**

He planned to request a further refund as part of the new Clerk's introduction.

## **5. Filing Online.**

He recommended that this be applied for early in 2011..

### **21:1/11 TO RECEIVE THE CLERK'S REPORT.**

The Clerk reported on a number of topics,

### **22:1/11 TO RECEIVE REPORTS FROM REPRESENTATIVES TO PARTNERSHIPS AND FOR A**

There was nothing to report.

### **23:1/11 TO NOTE COUNCILLORS' AND CLERK'S PLANNED ABSENCE.**

Councillors informed the Meeting of their planned absence. The actual dates were advised to the Clerk.

### **24: 1/11 TO CONFIRM THE DATE OF THE NEXT REGULAR MEETING AS THE 2<sup>nd</sup> FEBRUARY 2011**

It was agreed that the next Regular Meeting of the Council would take place on **Wednesday 2<sup>nd</sup> February in the Whitmore and District Village Hall.**

The Chairman thanked everyone for their attendance and, as there was no further business, he closed the Meeting at 9 pm.