**Hammerwich Parish Council Minutes**

**15 November 2017**

**In attendance:**

Councillors Wasdell, Place, Mrs Greenway, Campbell, Mrs Smith, Mrs Gittings.

**Also in attendance:**

5 Members of the public attended the meeting.

Ellen Bird (Clerk)

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| **1.** | **Apologies for Absence** |
|  | Apologies for absence were received from Councillor Pullen, King, Taylor, Ho and Mrs Kirkham. |
| **2.** | **Declarations of Interest** |
|  | There were none. |
| **3.** | **Approval of the minutes held on18 October 2017**  **Resolved to approve the minutes of 18 October 2017 and that these be signed by the Chair.** |
| **4.** | **Matters Arising**  There were none. |
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| **5.** | **Chairman's Announcements**  The Chairman announced he had attended the Remembrance Service at the Church and had laid a wreath on behalf of the Parish Council.  The Chairman thanked the Vice Chair, Councillor Mrs Greenway for standing in for him as Chair at the last meeting. |
| **6.** | **Co-option of Councillors** |
|  | The process for Co-option of Councillors was discussed.  It was suggested that the current process continue with the addition of   * Asking those who express an interest in becoming a Councillor to attend a meeting * Ask them to then, if they are still interested, to submit a CV for circulation to all Councillors and at the next meeting to speak to the Council regarding why they wish to become a Councillor and the skills they’ll bring to the role. * At the beginning of the third meeting in the process Councillors would vote on the Co-option.   **Resolved to ask the Clerk to add this to the process that is currently followed and that this be brought back to the next meeting for approval.** |
| **7.** | **Neighbourhood Plan**  Councillor Campbell reported positive progress with Lichfield District Council’s (LDC) consultation regarding building on green belt land.  It was hoped the Highfield’s Road site had now been removed from the plans and that Hammerwich Parish Council’s Neighbourhood Plan was now ready for a final review prior to being formally submitted.  **Resolved to note the update.** |
| **8.** | **Speedwatch**  It was noted that sessions were being run fortnightly and 2 sessions had taken place since the last Parish Council meeting.  More volunteers were now required. Councillor Place was willing to assist and 3 other local residents were interested in becoming involved.  **Resolved to note the update and to request that new volunteers be trained to use the equipment.** |
| **9.** | **Flooding Issues**  The Chairman reported a letter had been received from David Hughes, Flood Risk Officer, Staffordshire County Council (SCC) regarding flooding issues in the village.  **Resolved to:**   1. **Ask Councillor Greenway to respond to the letter from David Hughes on behalf of the Parish Council.** 2. **Ask the Clerk to put a notice on the Website/Social Media to ask the residents contact the Council if they have been affected by flooding.** |
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| **10.** | **Parks and Open Spaces**  Hospital Road  The Clerk reported that progressing the replacement of the wooden galleon had now been completed and the order had gone in. She was waiting to hear regarding timescales.  A meeting with the Chairman of Burntwood Dragons had been proposed. Councillors suggested a meeting on a Saturday/Sunday morning around 11am.  **Resolved to ask the clerk to progress these issues as a matter of urgency.**  Oakfield Park  The clerk reported a new proposal costing around £5,000 had been submitted.  **Resolved to look at this as part of the precept at the next meeting.**  Lawnswood Avenue  Councillor Wasdell reported he had tried to meet with the resident who had enquired regarding the hedge/tree but had failed to catch her at home. He would continue to try to meet with her and would report back at a future meeting  **Noted** |
| **11.** | **Highways and Footpaths**  Coppice Lane  SCC Highways said individual land owners needed to be contacted to request that trees be cut back.  **Resolved to ask Councillor Mrs Greenway to contact local residents to see if they know who owns the land.**  Ramblers Association help with walkways  Councillor Gittings reported that the local Ramblers Association were keen to do work in the Parish and that she had made good progress in organising events which would take place 3 times per year. She would work closely with Mr Coulson on this to co-ordinate and Plan the work.  The dates of the events would be circulated to all Councillors as soon as they were confirmed.  **Resolved to note the progress and to thank Councillor Gittings for her work on this.** |
| **12.** | **Planning Applications**  17/01536/CLE – Mausoleum Spring Hill Farm  Councillors discussed the application.  **Resolved to ask the Clerk to respond stating they wished for previous conditions, conditions imposed by the inspector and the ‘stop notice’ be carried forward to this application.**  17/01019/LBC Hammerwich House Farm  Councillors discussed the application.    **Resolved to ask the Clerk to submit the following comments on their behalf to the above application:**  **Hammerwich Parish Council’s previous comments on applications relating to this property still stand and as this application is for listed building consent every care should be given to ensure applications are appropriate.** |
| **13.** | **Public Participation** |
|  | Standing orders were suspended.  Defribulator WI Hall – Grant Request  A representative of the WI in Hammerwich attended the meeting and requested that the Council consider a donation of £750 towards a Defribulator to be located on the outside of the WI Hall for use in an emergency by anyone in the Community.  The total cost was £1500 and the WI had already raised £750.  It was agreed that the application be considered under accounts for payment.  Absence of Dog Bins on Coppy Nook Lane  A local resident raised the need for an additional dog waste bin on Coppy Nook Lane.  It was suggested that this be raised at the meeting with Burntwood Dragons.  Hammerwich house Farm  A local resident raised concerns regarding the trees that had been planted close to his property on Hammerwich House Farm.  Councillors suggested he contact the Aboricultural Officer at Lichfield District council about this and that he also looked at whether action could be taken under the High Hedge Legislation.  Anti-Social Behaviour at the church Car Park.  A resident highlighted anti-social behaviour that was talking place on the Church Car Park on an evening. He said the police were well aware of the issues.  A Councillor suggested he contact the Police Partnership Manager at Lichfield who might be able to help co-ordinate a response.  Standing Orders were reinstated. |
| **14.** | **Correspondence received and sent**  Councillors noted the correspondence received and sent by the Clerk.  **Resolved to note the update** |
| **15.** | **Accounts for Payment** |
|  | The statement had not been received prior to the meeting. The Chairman telephoned the bank today and the balance is £53,563.02  The Parish Council were asked to approve the following payments at their meeting on 15 November 2017:   |  |  |  |  | | --- | --- | --- | --- | |  | Cost | Invoice No | Cheque Number | | Hammerwich WI Hall | £54 | 0035 | 101018 | | Zurich Municipal (Insurance) | £661.44 | 28776981 | 101019 | | SPCA ‘Good Councillor Guide’ | £13.87 | 17/260 | 101020 | | Clerk’s wages November 2017 | £384.43 | EB14/17/18 | 101021 | | Clerk’s Expenses | £14.70 | EB15/17/18 | 101022 |   A cheque was written (No 101014) for Hammerwich WI Hall, invoice 0035 at the last meeting but this has not been received. This cheque will be stopped and replaced with the cheque 101018 above.  A Grant for £750 to Hammerwich WI was also agreed following discussion during public participation to go towards their fundraising for a defribulator for the village.  Councillors noted there was no income to report.  **Resolved to approve the accounts for payment.** |
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| **16.** | **Precept** |
|  | The Clerk presented budget information for the year so far.  Previous Precept applications were provided for the Council’s Consideration.  **Resolved to ask the Clerk to pull together suggested figures for this year’s application and to circulate to Councillors prior to the next meeting.** |
| **17.** | **Items for Discussion at Future Meetings** |

* Precept – first agenda item for discussion.

Meeting ended 9.50pm