**Hammerwich Parish Council Minutes**

**18 January 2017**

In attendance: Councillors Wasdell, Mrs Greenway, Campbell, Mrs A. Turnbull, J. Turnbull, Mrs Kirkham

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| **1.** | **Apologies for Absence** |
|  | Apologies for absence were received from Councillor Mrs Smith and R Place. |
| **2.** | **Declarations of Interest** |
|  | There were none. |
| **3.** | **Approval of the Minutes of the 20 December 2016 Parish Council Meeting** |
|  | It was proposed by Councillor Campbell and seconded by Councillor Mrs Turnbull that the minutes from 20 December2016 be approved as a correct record. They were signed by the Chairman. |
| **4.** | **Matters Arising** |
|  | The following issues were updated from the minutes.  Green BT box - It was noted that the issue with the BT box on Hospital Road (not Overton Lane as described in the minutes) had been resolved. |
| **5.** | **Chairman’s Announcements** |
|  | The Chairman reported that he had been approached regarding a Grant Request from Hammerwich Youth and Community Centre.  **Resolved to ask the Clerk to find the grant forms and to send a copy to the Community Centre.** |
| **6.** | **Hammerwich Post Office**  The Chairman reported that he had invited Mr Vice from the Ashmole Club and Mrs Pam Dillon who ran a local Post office and was willing to take on the part time running of the proposed new Post office to the meeting.  Mr Vince reported that they were working their way through the grant applications. Mrs Dillon said she was in talks with the Post Office about increasing the proposed opening hours from 2 hours a day to 4 hours a day 2 days per week.  **Resolved to ask The Ashmole club and Mrs Dillon to keep the Parish Council up to date with progress on this issue. The Parish Council extended their thanks and good wishes to Mrs Frankham who had successfully run Hammerwich Post Office for many years.** |
| **7.** | **Neighbourhood Plan Update** |
|  | Councillor Campbell reported that the work Lichfield District Council had completed the 'mapping' element of the required Neighbourhood Plan work.  It was noted that the Plan needed to be completed and submitted by March 2017.  A further Neighbourhood Plan meeting was required and Councillor Mrs Greenway agreed to set this up.  The Public would be consulted on the Neighbourhood Plan and councillors asked that the Council website be brought up to date as quickly as possible to help with the consultation exercise.  **Resolved to**  **a) note the update**  **b) ask Councillor Mrs Greenway to arrange the next Neighbourhood plan meeting**  **c) to ask the Clerk to prioritise the Website for the consultation exercise.** |
| **8.** | **Planning** |
| **a)** | **Planning Applications** |
|  | **The following applications were discussed:**  16/00771/COU Chase and District Memorial Park Cremator and Cemetery Building    Councillors felt that their views were unchanged from the comments on the original application.  They felt the new application only exacerbated their concerns.  We felt the over intensification of this site would create inefficiencies which may require further development in future.  There was no desire what so ever for development on greenbelt land.  Furthermore, Councillors were extremely disappointed by the third paragraph of the applicants introduction. Its intentions and implications were unnecessary and not welcomed.    17/00015/FUL Highlands Crescent  No comment    17/00024/FUL Ashmole Private Members Club  Hammerwich Parish Council wished to express their support for this application. (with Councillor Turnbull voting against)  **Resolved to submit the reponses detailed above to each application.** |
| **b)** | **Planning Issues** |
|  | There were no further Planning Issues for discussion. |
| **9.** | **Speedwatch** |
|  | A new session would be organised when the weather improved.  **Resolved to ask Councillor Place to organise the next Speedwatch session as appropriate.** |
| **10.** | **Parks and Open Spaces** |
| **a)** | **Dog Fouling** |
|  | The Clerk reported that there had been a complaint regarding dog fouling on the Triangle. Lichfield District council had agreed to clear the area at a cost of approximately £20.  **Resolved to note the update** |
| **b)** | **Hospital Road playing fields**  Councillor Mrs Greenway reported a tree had been hit and that the remains of the tree needed looking at.  **Resolved to ask the Clerk to contact the aboriculturalist about this issue.** |
| **11.** | **Highways and Footpaths**  The Chairman reported that Mr Coulson had submitted a report detailing the work on public footpaths that had been completed.  Councillor Mrs Greenway reported that the road condition between Charrington Lights and the Island was terrible and that the signage was not clear.  **Resolved to ask the Clerk to report this issue to Staffordshire Highways.** |
| **12.** | **Public Participation** |
|  | It was proposed by Councillor Mrs Greenway and Seconded by Councillor Mrs Kirkham that Standing Orders be suspended.  The discussion regarding the Post Office detailed in item 6 above were held under public participation to allow the interested parties the opportunity to speak.  No other items were raised by members of the public.  **Resolved to reinstate Standing Orders.** |
| **13.** | **Correspondence** |
|  | The Councillors noted the correspondence received and sent since the last meeting which was reported by the Clerk.  **Resolved to note the correspondence received and sent since the last meeting.** |
| **14.** | **Finance** |
| **a)** | **Accounts for Payment**  The following invoices were tabled for payment:   |  |  |  |  | | --- | --- | --- | --- | |  | Cost | Invoice No | Cheque Number | | Clerk's Wages January 2017 | £372.68 | EB016/16/17 | 100974 | | Clerk's Expenses | £17.64 | EB017/16/17 | 100975 | | JMI Planning Ltd | £3150 | 106 | 100976 |   **Resolved**  **a) to approve all of the Accounts for Payment detailed above and to note the most recent bank statement balances.**  **b)Resolved to ask the Clerk to submit a VAT return as soon as possible in order to get the VAT back from the Neighbourhood Plan grant so that this could be spent before the end of the financial year.**  **c) to note that the precept document had been signed and would be submitted.** |
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| **15.** | **Items for future meetings** |
|  | * Standing Orders need refreshing and approving before the end of the financial year. * Website - update and need for Councillors personal addresses to be published   **Resolved**  **a)to add the above items to future agendas.**  **b) that Councillor Campbell would draft some revised Standing Orders with help as required from Councillor Mrs Greenway and the Clerk.** |

Meeting ended 8.45pm