**Hammerwich Parish Council Minutes**

**20 December 2017**

**In attendance:**

Councillors Mrs Greenway, Pullen, King, Place, Ho, Campbell, Mrs Taylor, Mrs Smith, Mrs Gittings.

**Also in attendance:**

2 Members of the public attended the meeting.

Ellen Bird (Clerk)

|  |  |
| --- | --- |
| **1.** | **Apologies for Absence** |
|  | Apologies for absence were received from Councillor Wasdell and Mrs Kirkham.  Councillor Mrs Greenway took the Chair in Councillor Wasdell’s absence. |
| **2.** | **Declarations of Interest** |
|  | Councillor King declared he lived very close to the Planning Application 17/01613/FUL - 159 Highfields Road. |
| **3.** | **Approval of the minutes held on 15 November 2017**  **Resolved to approve the minutes of 15 November 2017 and that these be signed by the Vice-Chair.** |
| **4.** | **Matters Arising**  Councillor Mrs Greenway reported she had responded to the officer at Staffordshire County Council regarding Flooding Issues and that she would keep the Parish informed of further development. |
|  |  |
| **5.** | **Chairman's Announcements**  There were none. |
| **6.** | **Precept and Budget** |
|  | The Clerk presented financial records to the end of quarter 2, a bank reconciliation and a budget statement setting out expenditure and forecasts for the rest of the year.  Councillors then discussed the Precept for the forthcoming year. It was noted that the Council Tax Support Grant from Lichfield District Council would be removed this year. This equated to £3177.  Councillors noted that they had increased the precept for the current year and felt that they were in a position to maintain the precept request at £26, 333 and absorb the loss of the Council Tax Support Grant.  The Clerk reported she would circulate the final figures at the next meeting for signature prior to submission to Lichfield District Council.  **Resolved to**   1. **Note the Receipts and Payments to the end of quarter 2;** 2. **Note the bank reconciliation;** 3. **Note the budget statement, and;** 4. **Maintain the Precept at £26,333 for 2018/19.** |
| **7.** | **Co-option of Councillors**  Councillors reviewed a new policy for the Co-option of Councillors presented by the Clerk.  Councillors felt this reflected their discussion at the previous meeting on this matter.  **Resolved to adopt the policy presented as the agreed format for the Co-option of Councillors and to request a copy of the Policy be kept with the minutes of this meeting.** |
| **8.** | **Speedwatch**  It was noted that one session had been completed since the last meeting and one had been cancelled because of heavy snow.  No further sessions were now planned until the New Year.  **Resolved to note the update.** |
| **9.** | **Neighbourhood Plan**  It was noted that the document was now ready for publication and could be scheduled as an agenda item for the January meeting.  **Resolved to bring the final document for approval at the January Meeting.** |
|  |  |
| **10.** | **Parks and Open Spaces**  Hospital Road  The Clerk reported a query from the suppliers of the wooden galleon regarding its placement.  **Resolved to ask the clerk to request the galleon be placed as close to the original site as possible.** |
| **11.** | **Highways and Footpaths**  Coppice Lane  Councillor Mrs Greenway reported she now knew the majority of land owners on Coppice Lane.  **Resolved to ask Councillor Mrs Greenway to contact local residents to see if they would be willing to cut back the trees on Coppice Lane.**  Ridgeway School Grit Bin  Councillors reported that access to the school had been very dangerous during the recent snow and ice. It was noted that the grit bin outside the school was also missing which had contributed to the problems.  **Resolved to ask the Clerk to report the issue to SCC, to request a replacement grit bin and to request that gritters include the route outside the school. The Clerk was asked to notify the school when this had been done.** |
| **12.** | **Planning Applications**  Councillors considered planning applications   * 17/01727/FUL 43 Burntwood Road * 17/01709/FUL Hammerwich Place Farm   They had no objections to these proposals.  Councillor King reported local residents had expressed concerns regarding 17/01613/FUL 159 Highfields Road and requested further comments be submitted on this application.  **Resolved to submit the objections raised in Councillor King’s circulated email to planning officers on application 17/01613/FUL.** |
| **13.** | **Public Participation** |
|  | Standing orders were suspended.  Mud on Stockhay Lane  A local resident complained about mud from farm vehicles and from fields on Stockhay Lane. The Clerk reported that she was aware of the issue and had drafted a letter to the farmer asking him to address the matter.  Snow Clearance  A local resident reported that a local farm worker had cleared local roads during recent snowy conditions.  **Resolved to request that the Clerk send a letter of thanks for the clearance of roads.**  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 statements for the Business Current Account and Savings Account as at 8 December 2017 were £52,387.89 and £8,249.13 respectively.  The Parish Council were asked to approve the following payments:   |  |  |  |  | | --- | --- | --- | --- | |  | Cost | Invoice No | Cheque Number | | Clerk’s wages December 2017 | £384.43 | EB16/17/18 | 101024 | | Clerk’s Expenses | £19.80 | EB17/17/18 | 1010256 |   There was no income to report.  **Resolved to approve the accounts for payment.** |
|  |  |
| **16.** | **Items for Discussion at Future Meetings** |

* Oakfield Park Bank
* Hedge at Crane Drive
* Neighbourhood Plan

**17. Closing Comments from the Chairman**

Councillor Mrs Greenway reported Councillor Wasdell had requested the following statement be read on his behalf.

I would like to thank all members of the public who have given their time to help and support this council over the last 12 months.

I also thank members of this council past and present for their hard work, and I ask all members to join me in thanking Mrs. Bird for her excellent hard work over the year.

Meeting ended 8.30pm