**Hammerwich Parish Council Minutes**

**18 July 2018**

**In attendance:**

Councillors Wasdell, Mrs Greenway, Campbell, Mrs Gittings, Mrs Smith, King and Pullen

**Also in attendance:**

6 Members of the Public

Ellen Bird – Parish Clerk

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| **1.** | **Apologies for Absence** |
|  | Apologies for absence were received from Councillors Place, Ho, Mrs Taylor and Mrs Kirkham. |
| **2.** | **Declarations of Interest** |
|  | There were none. |
| **3.** | **Approval of Parish Council Minutes and Annual Meeting Minutes held on 20 June** |
|  | **Resolved to approve the minutes of the Parish Council held on 20 June 2018 as a correct record. These were signed by the Chair.** |
| **4.** | **Matters Arising**It was noted that the post on the Hammerwich sign outside the WI had now been replaced. **Noted** |
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| **5.** | **Chairman’s Announcements** |
|  | There were none. |
| **6.** | **Public Participation** |
|  | Standing Orders were suspended.WI PostA representative from the WI thanked Councillors for replacing the post.Speeding Cars through HammerwichA local resident reported concern regarding the speed of cars going through the village.Councillors agreed to conduct a speedwatch session in the village and noted that the evening commute was particularly bad.**Resolved to arrange a future speedwatch session in the village.**Burntwood CemeteryA resident who had previously complained about the rules which prohibited Hammerwich residents from being buried in a Cemetery in Burntwood.Councillor Greenway reported she had been in contact with Burntwood Council which had confirmed the rules did not allow Hammerwich residents to be buried there.Councillor Pullen suggested that as Leader of Burntwood Council he could request this be discussed by the Council at their Cemeteries Committee to see if this anomaly could be rectified.**Resolved to ask Councillor Pullen to request this item be included on the Cemetery Committee at Burntwood Town Council and to ask him to write to the Chair/Councillor Greenway with the outcome of this discussion.**Sedgemore AvenueA local resident reported that work had been done to clear the path on Sedgemore Avenue and that the hedge would be cut later in the year.**Noted.**Drain CoverA drain cover had been reported missing both to Hammerwich Parish Council and Staffordshire County Council (SCC).Councillors and the Clerk had also reported this issue to SCC.A local resident reported that the drain cover had now been replaced.**Noted.**Hammerwich Youth and Community CentreA local resident thanked Councillor Place for his attendance at the Youth and Community Centre Committee meeting and thanked him for his contributions.**Noted.** Standing Orders were reinstated. |
| **7.** | **Burntwood Cemetery** |
|  | Councillors discussed this item during Item 7 Public Participation detailed above. |
| **8.** | **Neighbourhood Plan** |
|  | The Working Group had now met and the final amendments had been circulated to the Council. The Plan was now ready to submit to Lichfield District Council (LDC). **Noted.** |
| **9.** | **Speedwatch** |
|  | It was noted that 1 session had now taken place on Hospital Road.The Police Authority had approved expenditure of £1800 on signs for Speedwatch. These were expected by September 2018.Councillor Campbell agreed to raise additional sites for Speedwatch in the Parish with the Co-ordinator.**Resolved to ask Councillor Campbell to discuss creating additional**  |
| **10.** | **Oakfield Park** |
|  | Councillors noted a quote for a sign naming the park had been requested. They requested this be put on a post.Councillors discussed the quotes received for a bin at the park. They requested pictures and dimensions of the bins in the cheapest quote and delegated powers to the Chair/Vice-Chair to progress this over summer and order if they were satisfied the bin was appropriate.**To ask the Clerk to request pictures and dimensions of the bin in the lowest quote and to request the post be placed on a post.**  |
| **11.** | **Parks and Open Spaces** |
|  | Burntwood Dragon’s Seating ProposalCouncillors reviewed the information provided by Burntwood Dragons on the seating proposals they were requesting a grant for.Councillors liked the benches that were proposed by Burntwood Dragons. They had some concerns about the height of the benches and whether they would be suitable for older people.**Resolved to ask the Clerk to feed back Councillors Comments to Burntwood Dragons.**  |
| **12.** | **Highways and Footpaths** |
|  | FloodingCouncillor Greenway reported that she had chased the officer who was completing the flooding report on Hammerwich. He had a number of suggestions regarding the need for replacement of the drainage pipes in Hammerwich. Some had collapsed and some had a large number of tree roots in them.Councillor Greenway agreed to establish where the report had been sent to and to ensure a copy be sent to Seven Trent Water.**Noted.**Triangle – Hedge CuttingCouncillor King reported he had received a request from a resident to have the hedge cut around the Triangle as it was blocking the pavement. This had been reported to the Clerk who had requested LDC cut the hedge. This had now been done.**Noted.**Memory WalkCouncillor Gittings reported that that she was organising a memory walk around Hammerwich on the newly cleared paths. Walkers would be encouraged to snip/prune as they walked. A date would be circulated when it had been confirmed.**Noted.**Muckley Corner/Hall Lane ObstructionCouncillors reported that there was a Kiea road works sign at the junction between Muckley Corner/Hall Lane that was obstructing sight lines at the junction.**Resolved to ask the Clerk to report this as a matter of urgency.** |
| **13.** | **Planning Applications** |
|  | Notification of Planning Appeal 17/00755/FUL at Land Adjacent To, Coppice Lane Farm, Coppice Lane, HammerwichCouncillors noted that they had not commented on this application when it had been submitted.**Noted** 18/00934/FUL at Waterworks Cottage, Walsall Road, PipehillCouncillors were concerned that the development could be further developed into a dwelling.Councillors felt that the Police should be included as a consultee on this application as the waterworks were so close by as they were involved in the security of the pumping station.18/01042/FUL at 15 Hall Lane, HammerwichCouncillors had no comments.**Resolved to ask the Clerk to forward comments to LDC Planning Officers.** |
| **14.** | **Correspondence Received and Sent** |
|  | The Clerk reported the correspondence that had been received and sent since the last meeting.**Noted** |
| **15.**a)b) | **Accounts for Payment**The statements for the Business Current Account and Savings Account as at 09 July 2018 were £58,928.09 and £8,257.36 respectively. The Parish Council were asked to approve the following payments at their meeting on 18 July 2018:

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|  | Cost | Invoice No | Cheque Number |
| Clerk Wages July | £471.99 | EB07/18/19 | 101050 |
| Clerk Wages August | £471.99 | EB08/18/19 | 101051 |
| Clerk’s Expenses | £47.71 | EB09/18/19 | 101052 |
| Staffordshire Playing Field Association | £15 | - |  |
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The Parish Council were asked to note there was no income to report.**Resolved to approve the accounts for payment**Staffordshire Playing Fields AssociationIt was noted the Staffordshire Playing Fields Association had been added in error on the agenda. Other than approving the cheque detailed above there was no discussion on this item. |
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| **16.** | **Financial Issues**Budget MonitoringThe Clerk Circulated a new Budget Monitoring Report for discussion and reported on the large, known payments that were to come over the year – eg Grass Cutting Invoice from Lichfield District Council (LDC).Councillors agreed that they needed to consider how the Community Infrastructure Levy Monies received from LDC should be spent.**Resolved to** **a) note the budget monitoring report;****b) ask the Clerk establish guidelines for how the Council could spend the CIL Money, and;****c) ask Councillor Pullen to establish how the portion of CIL Money received by LDC for the Hammerwich developments would be spent.**Bank Reconciliation |
|  | **The bank reconciliation and bank statement were noted and approved.** |
| **17.** | **Delegated Powers over the Summer Recess**Councillors discussed delegated powers over the Summer Recess and resolved to delegate all expenditure powers to the Chair and Vice Chair until the September meeting. |
| **16.** | **Items For Discussion at Future Meetings** |
|  | * **Expenditure of CIL**
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Meeting closed at 9.05pm