**Hammerwich Parish Council Minutes**

**19 September 2018**

**In attendance:**

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

**Also in attendance:**

3 Members of the Public

Marisha Place – Police Partnership Manager

Ellen Bird – Parish Clerk

|  |  |
| --- | --- |
| **1.** | **Apologies for Absence** |
|  | Apologies for absence were received from Councillors Pullen, Ho, Mrs Taylor and Mrs Kirkham. |
| **2.** | **Declarations of Interest** |
|  | Councillor Place declared he knew the applicant for Planning Application 18/00991/FUL – Owl Glade Farm.Councillors Place and Greenway reported they were realated to the Police and Partnership Manager who attended the meeting. |
| **3.** | **Approval of Parish Council Minutes and Annual Meeting Minutes held on 18 July 2018** |
|  | **Resolved to approve the minutes of the Parish Council held on 18 July 2018 as a correct record. These were signed by the Chair.** |
| **4.** | **Matters Arising**Burial GroundCouncillor King reported a meeting had been held at Burntwood Town Council to discuss whether Hammerwich residents could be buried in St Matthew’s Burial Ground in Burntwood.Although no formal notification had been received, it appeared from the minutes that the Burial Committee had decided not to support any changes to the rules. It was noted that the Full Council was meeting the following day and the Burial Committees recommendation would be discussed.**Noted** |
| **5.** | **Chairman’s Announcements** |
|  | The Chair reported that the next Parish Forum was to be held on 22 October 2018.He reported that he and Councillor Greenway had been invited to meet Lichfield District Council Leader and Cabinet prior to the meeting. They confirmed they planned to attend.**Noted** |
| **6.** | **Public Participation** |
|  | Standing Orders were suspended.Burial GroundA local resident queried what further action could be taken regarding the Burial Ground. Councillors felt that they needed to wait for a formal response from Burton Town Council before taking any further action. The resident reported her intention to attend the Council meeting the following evening.**Resolved to** 1. **ask Councillor Greenway to contact the Ministry of Justice for further advice, and;**
2. **ask the Clerk to write to the Leader of Burntwood Council, on behalf of the Parish, requesting a meeting to discuss the burial ground.**

Police and Partnership ManagerThe Police and Partnership Manager reported to the Council that there had been a large increase in burglaries in Hammerwich and Burntwood. Thieves were targeting car keys. Burglaries were taking place late at night or the early hours of the morning.She advised that anyone with keyless ignition cars needed to store the key in a key pouch which prevented theft of the wireless signal. Key pouches were available from the crime prevention panel for a small fee. She also advised that crook locks were very effective in preventing vehicle thefts.It was noted that 6 arrests had been made over the last week.**Resolved to thank the Police and Partnership Manager and note the update.**Surgery Amalgamation ConsultationA local resident queried if Councillors had attended the consultation on the new building for the amalgamation of local doctor surgeries.Councillor Campbell had attended and reported he had concerns regarding the size of the new building. Both he and the local resident were concerned that there was a need for a second-floor development now in order to meet the rising needs of the local population.**Resolved to ask the clerk to respond to the consultation stating that the Parish Council welcomed the new facility but had concerns regarding its size and therefore, its ability to cope with future demand and population growth.**Footpath 4It was noted that a tree had fallen on footpath 4 but that this had now been cleared and the route was now passable.**Noted with thanks to Mr Coulson for his work.**Standing Orders were reinstated. |
| **7.** | **Neighbourhood Plan** |
|  | The Plan had been submitted to Lichfield District Council (LDC) over the summer. A detailed response had been received. Their recommendations were extensive.A Steering Group meeting had been convened earlier in the week where it had been decided to proceed to local consultation anyway.**Noted.** |
| **8.** | **Speedwatch** |
|  | It was noted that 3 sessions had been held since the last meeting. Permanent signs were due to be put in place for speedwatch by the end of the month.The Clerk reported receipt of a letter from Councillor Smith, Staffordshire County Council regarding the costings and information about the SID Programme he was trying to develop.It was reported there would be a cost of approximately £2600 to the Parish. Councillors were generally supportive of the programme.**Resolved to ask the Police and Crime Partnership Manager to provide details of the Safer Roads Partnership Grants to see if the Council could apply for funding for this and to defer decision on the SID Programme until the next meeting.** |
| **9.** | **Parks and Open Spaces** |
|  | Copy Nook/Hospital Road StileThe Clerk reported receipt of a letter regarding a broken stile. Councillors felt this was the result of irresponsible dog owners breaking the stile to allow dogs that were incapable of clearing the stile easier access.**Resolved to ask the Clerk to raise with the Rights of Way Officer.**Oakfield ParkThe Clerk reported a local resident had raised problems regarding fly tipping and overgrown weeds over the summer. These had been reported to Lichfield District Council and had been dealt with.**Resolved to ask Councillor Place to inspect the new park signs and the bin that had been installed on behalf of the Parish Councils during the summer recess.**Copy Nook Road FireIt was noted that there had been a tractor fire on Hospital Road by the park causing damage to the hedge.A local residents garden and property had been badly damaged.**Resolved to ask Councillor Mrs Greenway to visit the resident to offer the support of the Parish Council.** |
| **10.** | **Highways and Footpaths** |
|  | Footpath Working PartyIt was noted that Walsall Ramblers were now not participating in the work. But that nettle clearance was ongoing with a smaller number of volunteers.**Noted**Overton LaneCouncillor Place reported on behalf of Councillor Ho that parking on Overton Lane was becoming a serious problem.**Resolved to refer this to the Police and Partnership Manager.**Trees Coppice Lane/Hall LaneCouncillors remained concerned about the trees on Coppice Lane and Hall Lane. Visibility remained very poor forcing cars into the middle of the road.**Resolved to ask the Clerk to write to Councillor Smith and Highways Officers again requesting urgent action on this issue.** |
| **11.** | **Planning Applications** |
|  | 18/00991/FUL – Owl Glade Farm, Lions DenCouncillors had no objections provided that the development is only used for agricultural storage in perpetuity. 18/01091/FUL – 4 The TanyardNoted that comments had been submitted by Councillors during the summer recess and that it had been refused by LDC.18/01174/ABN – Hammerwich House FarmNoted that comments had been submitted by Councillors during the summer recess.18/02207/FUL – 7 Coppice LaneCouncillors had no comments.**Resolved to ask the Clerk to submit any comments on behalf of the Parish.** |
| **12** | **Correspondence Received and Sent** |
|  | The Clerk reported the correspondence that had been received and sent since the last meeting.Cricket Club Grant RequestCouncillors requested that the Clerk respond to the Cricket Club to request that a representative attend the next meeting to discuss their request and answer Councillors questions.**Resolved to invite a representative of the club to attend the next meeting and to ask the Clerk to circulate a Grants form to send to those wishing to apply for a grant.** |
| **13.** | **Accounts for Payment** |
|  | The statements for the Business Current Account and Savings Account as at 09 August 2018 were £57, 886.40 and £8,257.36 respectively. The Parish Council are asked to approve the following payments at their meeting on 19 September 2018:

|  |  |  |  |
| --- | --- | --- | --- |
|  | Cost | Invoice No | Cheque Number |
| Clerk Wages September | £471.99 | EB10/18/19 | 101055 |
| Clerk’s Expenses |  | EB11/18/19 | 101056 |
| Staffordshire Parish Council’s Association | £20 | 18/272 | 101057 |
| Lichfield District Council | £1927.80 | M0007501210 | 101058 |

The Parish Council noted there was no income to report.**Resolved to approve the accounts for payment.** |
| **14.** | **Financial Issues** |
|  | Financial Planning for General Reserves and CIL.Councillors recognised the need to develop a plan for the financial reserves and for the recent CIL Payment.**Resolved to bring the matter to the next Council meeting for discussion.** |
| **15.** | **Items For Discussion at Future Meetings** |
|  | * Risk Register
* Asset Register
* Grant request Forms
* Financial Regulations
* Standing Order Review
 |

Meeting closed at 9.25pm