

Hammerwich Parish Council Minutes

15 May 2019

In attendance: Councillors Wasdell, Mrs Greenway, Mrs Thurlow, Mrs Ennis, Mrs Taylor, Ho, Place, Mrs Smith, and King.

Also in attendance:

5 Members of the Public

Ellen Bird – Parish Clerk

Councillor David Smith – Staffordshire County Council (SCC)

Councillor Silvester-Hall – Lichfield District Council (LDC)

1. Apologies for Absence

Apologies for absence were received from Councillor Denton

It was agreed to extend Councillor Denton's time to complete the acceptance of office form to the 19 June 2019 (date of next meeting)

Apologies were also received from one of the new LDC Councillors, Councillor A Little.

Resolved to

- a) Note the apologies, and;
- b) to permit the extension of the deadline for Councillor Denton to sign the acceptance of office until 19 June 2019.

2. Declarations of Interest

Councillor Mrs Thurlow declared an interest in the 19/00619/ABN – Land West of Lions Den planning application as she lived nearby.

Noted

3. Election of Chairman

It was proposed by Councillor Mrs Greenway and seconded by Councillor Ho that Councillor Wasdell be elected Chairman for the 2019-20 Municipal Year.

Councillor Wasdell said he would be willing to accept the position

Resolved to appoint Councillor Wasdell as Chairman for the 2019-20 Municipal Year.

4. Election of Vice-Chair

It was proposed by Councillor Ho and seconded by Councillor Mrs Smith that Councillor Mrs Greenway be elected Vice - Chair for the 2019-20 Municipal Year.

Councillor Mrs Greenway said she would be willing to accept the position

Resolved to appoint Councillor Mrs Greenway as Vice-Chair for the 2019-20 Municipal Year.

5. Appointment to Outside Bodies

Councillors discussed appointment to Outside Bodies

Resolved to appoint the following Councillors to the Outside Bodies listed below:

Crime Prevention Panel – Councillor Mrs Greenway

Parish Forum – Councillor Wasdell

Hammerwich Youth and Community Centre – Councillor Mrs Thurlow

Highways Working Group – Councillors Mrs Greenway, Mrs Taylor, King

6. Co-option

It was noted that an application for co-option which had been due for consideration at this meeting had been withdrawn by the applicant.

A further application had been received and Mr Cadwallader-Allan was in attendance at the meeting.

Resolved to ask the clerk to liaise with Mr Cadwallader- Allan about the Co-option process and to make the necessary arrangements for Co-option at a future meeting.

7. Approval of Parish Council Minutes and Annual Meeting Minutes held on 17 April 2019.

It was noted that 'Hospital Road' needed to be added between Norton Lane and Copsy Nook Road (Item 10 'Highways Issues')

Resolved, subject to the amendment detailed above to approve the minutes of the Parish Council held on 17 April 2019 as a correct record. These were signed by the Chair.

8. Matters Arising

Councillor Place reported that the Road Safety Grant Application could be sent to the Police and Community Partnership Manager for support instead of a PCSO. The

PCSO had not responded to the Clerk's request for assistance and this was currently delaying the application.

Resolved to ask the Clerk to discuss the application with the Police and Community Partnership Manager.

9. Chairman's Announcements

The Chairman welcomed new and returning Councillors to the meeting and thanked all those who had stood for election. He extended thanks to previous Councillors who had previously served on the Council.

As the representatives from the County and District Council were in attendance the Chairman invited them to address the meeting.

Standing orders were suspended.

Councillor Smith congratulated Councillors on their election success and the Chair and Vice- chair on their appointments. He would try to attend Council meetings when he could and would assist as much as possible on issues pertinent to Hammerwich.

Councillor Silvester-Hall (new LDC Councillor for the area) introduced herself to the Council. She lived in Hammerwich and was involved in groups in the area and looked forward to developing strong links with the Parish Council.

Standing Orders were re-instated.

Councillor Place reported that, as a newly elected Councillor on Burntwood Town Council, he was hoping that the Parish Council and Burntwood Town Council could develop stronger links.

Noted

10. Neighbourhood Plan (NHP)

The final version of the NHP was ready for submission to LDC. Mr Campbell who was leading on the NHP had requested that Councillors approve the final version prior to submission.

Resolved to ask the Clerk to circulate the final version to all Councillors and to bring the NHP to the next meeting for final approval.

11. Speedwatch

Councillor Mrs Taylor shared details of the most recent Speedwatch sessions with the Council.

She appealed for more volunteers to help conduct the Speedwatch sessions.

Noted that the Speedwatch Co-ordinator had agreed to come and review new sites for Speedwatch in the Parish. It was agreed that no Speedwatch sessions would be held on these sites until approval had been given.

12. Parks and Open Spaces

The Triangle

It was noted that the fence needed fixing.

Councillor King also informed the Council that when cars were parked by the drop kerb a local resident in a motor scooter, could not get out of the Triangle.

Resolved to ask the Clerk to report concerns to SCC Highways

Burntwood Lakes Festival

Councillor Place reported he had suggested to the Leader of Burntwood Town Council that the Burntwood Lakes festival could be held in Hammerwich in future.

Councillors felt that parking issues would need to be resolved and Burntwood Dragons Permission would be required for use of Copy Nook Park.

Noted

Coppy Nook Park Fencing

It was noted that there was a hole in the perimeter fence that children were using to access a neighbouring farmers field.

Resolved to ask the Clerk to write to Burntwood dragons to ask them to repair the fence.

Tree - 1 The Gorseway

Following a complaint from a local resident regarding a tree at The Gorseway, the Council had requested quotes to cut the tree back.

Councillors considered the quotes and agreed to request that a crown reduction take place.

Resolved to ask the Clerk to

- a) inform the resident of the arrangements**
- b) request that LDC Officers complete a crown reduction on the tree.**

Oakwood Park

Councillors received an update from the clerk regarding actions she was asked to complete at the last meeting.

Councillor King reported that there was a problem with fly tipping in the Park.

He also suggested that a 'spikey' planting scheme along the boundary with Collis' may be worth investigating as a way of helping to reduce anti-social behaviour in the area.

Resolved to ask the clerk to report fly tipping to LDC

13. Highways and footpaths

Lions Den

Councillors discussed the response from SCC Highways declining the request for action to be taken to reduce the damage being caused by vehicles to 'The Green' at Lions Den.

Councillors felt that this space should be looked after as a feature of Hammerwich.

Resolved to refer the matter to Highways Working Group.

Burntwood Road Verge Parking

Councillors noted the response from SCC Highways which rejected the request for action on the verges which were damaged by parking on Burntwood Road.

Resolved to refer the matter to the Highways Working Group.

Gardening Club

It was noted that the Gardening Guild had turned down the Council's offer of payment for work on 2 traffic islands in the Parish on Health and Safety grounds.

Resolved to

- a) ask Councillor Greenway to explore whether Swinfen Prison would like to use the opportunity for horticulture studies.**
- b) Ask the clerk to add the item to next agenda.**

Overton Lane give way sign

It was noted the give way sign was covered by an overgrown branch.

Resolved to ask the clerk to report to SCC Highways if a local volunteer could not remove the branch easily.

Disabled Bays Hospital Road

Councillor Taylor reported she had received a request from a resident on Hospital Road for a disabled bay outside their property.

Whilst supporting the idea in principle, Councillors advised that this would have to be referred by the resident to Staffordshire County Council.

Councillor Taylor said she would offer support as a friend in this instance.

Noted

14. Public Participation

Councillor Place requested that consideration be given to moving the public participation section earlier on the agenda. Councillor Wasdell reported this item was later on the agenda in order that the public could hear the debate prior to contributing.

Standing Orders were removed.

WI Hall Tree Removal

A representative from the WI reported that the trees in the car park would shortly be removed as they were creating drain problems.

Noted

Speeding Burntwood Road

A local resident reported speeding problems on Burntwood Road and asked if the area could be included in the Speedwatch scheme.

Resolved to ask Councillor Taylor to

- a) Request Burntwood Road be considered as part of the Speedwatch scheme, and;**
- b) Create posters for volunteers for speedwatch.**

Bus shelter

A local resident reported that despite there currently not being a local bus service, the local bus stop seat was regularly used for shelter by local residents. He said that for many years he had carried out minor repairs on the bus shelter but that the roof needed repair and that this task was too big for him to complete.

Resolved to ask Councillor King to contact Collis' to see if they would be willing to assist.

15. Planning Applications

19/00525/ful – Ponderosa

No objections

19/000619/ABN – Lions Den

(Councillor Thurlow did not take part in discussion or resolution on this application)

No objections.

16. Correspondence Report

The Clerk presented a correspondence report detailing correspondence received and sent since the last meeting.

Noted

17. Accounts for Payment

The statements for the Business Current Account and Savings Account as at 09 May 2019 were £63,896.47 and £8,269.72 respectively.

The Parish Council were asked to approve the following payments at their meeting on 15 May 2019:

	Cost	Invoice No	Cheque Number
Clerk's wages May 2019	£425.89	-	101088
Clerk's Expenses	£20.99	EB02/19/20	101089
WCAVA (Payroll)	£100.80	2020021	101090
WI Hall	£63	107	101091

The Parish Council were asked to note the following income:

Source	Amount	Reference
LDC Precept Payment 2019-20	£26,400	1800707

18. Finance Report

The clerk reported that the internal auditor would be completing her work in early June and that the financial reports would be brought in June for approval.

Noted

Councillors discussed signatories on the bank mandate.

Resolved to appoint the following Councillors as signatories on the bank mandate:

Councillor Wasdell
Councillor Greenway
Councillor Place

19. Items for future meetings

The following items need to be reviewed at future meetings:

- Moving Public Participation earlier on the agenda
- GDPR
- Code of Conduct
- Annual Accounts
- Mobile Phone use in Council meetings

Meeting closed at 9.30pm