

# Hammerwich Parish Council Minutes

## 19 June 2019

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

**Also in attendance:**

5 Members of the Public

Ellen Bird – Parish Clerk

**1. Apologies for Absence**

Apologies for absence were received from Cllr Taylor.

**Noted**

**2. Declarations of Interest**

There were none.

**3. Approval of Parish Council Minutes held on 15 May 2019.**

It was noted that there was a typing error – Burntwood Lakes should be Burntwood Wakes.

Councillors discussed the titles used on Minutes and agreed to adopt a gender-neutral approach in future.

**Resolved to approve the minutes of the meeting held on 15 May 2019.**

**4. Matters Arising**

Councillor Greenway reported that the prison was conducting a trial regarding inmates doing community gardening – they would be contacting Council's about the trial in due course.

**Noted.**

**5. Councillor Vacancies**

It was noted that Councillor Denton had resigned from the Council.

The local resident who had expressed an interest in the vacancy in Pool Ward had also withdrawn their application.

**Noted.**

**6. Chairman's Announcements**

It was noted that the Parish Forum was to be held on 25 June. The Chairman would be in attendance as would Councillors Ho and King. It was noted Councillor Place would attend in the future as a Burntwood Council representative.

**Noted**

**7. Neighbourhood Plan (NHP)**

**The Council approved Councillor Greenway's request to submit the NHP to Lichfield district Council.**

**8. Speedwatch**

Councillor Taylor had submitted a written report in her absence which was noted.

**Noted with thanks.**

**9. Parks and Open Spaces**

Hospital Road Playing Fields

Councillor Ennis reported a number of comments from local residents regarding the gates being locked at the Car Park.

It was noted that there was pedestrian access elsewhere to the park but that this was difficult for people with mobility issues.

It was noted that nothing had been done regarding the broken fence at the site.

**Resolved to ask the Clerk to clarify when the gates opened/closed at the site and to remind them of the broken fence.**

Triangle

Councillor King reported that the fence was broken again at the Triangle. It was noted that vehicles continued to be parked in the area of drop kerb at the site entrance. Councillor King agreed to make a notice asking people not to park there as it made access to the park very difficult for a local resident who used a mobility scooter.

**Resolved to**

- a) ask the clerk to request the fence be fixed by LDC officers, and;**

- b) ask Councillor King to produce a notice requesting people not to park on the drop kerb at the entrance/exit to the triangle.**

Councillor Taylor had emailed to ask that an additional dog bin be put on the Triangle. Councillor Greenway agreed to review where this would be best placed.

**Resolved to ask Councillor Greenway to report back on this issue at a future meeting.**

#### Oakwood Park

Councillor King reported he had been in touch with Collis' regarding the park.

They had nearly completed their repairs to the building.

They were keen to put measures in place to protect the building.

**Resolved to ask the clerk to email LDC Officers to discuss whether 'hostile planting' eg thorn/bramble bushes could be put in front of the Collis buildings.**

## **10. Highways and footpaths**

#### Hedge Cutting

Councillor Taylor had emailed in her absence to request Coppy Nook, Coppice Lane, Overton Lane hedges be cut. It was felt that this would have to be left as Staffordshire County Council would not carry out this work during the bird nesting season.

**Noted**

#### Road repairs

Councillors reported the following issues on the highways;

- Bollards falling into ditch on hospital road
- Large pothole opposite 26-28 Meerash Lane
- Hanney Hay Road near junction with A5 drain cover has come loose and 50mph sign has fallen down pole.
- Drains on Hospital Road are collapsing
- Triangle roundabout top of Hanney Hay Road – bad potholes
- Road sign on A461 pointing to Hammerwich down Coppice Lane still not repaired.

**Resolved to ask the clerk to report the faults detailed above.**

#### The Green – Lions Den

Councillor Thurlow reported she had been researching the green at Lions Den and thought it may have been known historically as Netherton Green.

**Resolved to ask Councillor Thurlow to continue with her research and at an appropriate time to ask the clerk to contact Staffordshire County Council Green spaces officer to arrange a site meeting.**

## **11. Public Participation**

Standing orders were removed.

### Moving Public Participation

A local resident queried why item 12 was on the agenda. Councillors explained that some Councillors had suggested moving the position of public participation further up the agenda.

Members of the public felt that they would prefer the item to be later in the agenda so that they could comment on the discussion Councillors had.

### Mud on Meerash Lane

A local resident reported the mud on Meerash Lane was quite bad.

**Resolved to ask the Clerk to email local farmer to request this be rectified.**

### Stiles

A local resident raised an ongoing issue with local Stiles.

**Resolved to ask the Clerk to work with Mr Coulson on the issue.**

### Defibrillator

A local resident queried who was responsible for the maintenance and upkeep of the defibrillator on the WI Hall

**Noted this was the responsibility of Hammerwich WI.**

Standing orders were reinstated.

## **12. Position of 'public participation' on the agenda**

Councillors reflected on the conversation on this item during public participation.

**Resolved to put Public Participation towards the end of the agenda (only above any administrative items)**

### 13. Planning Applications

19/00651/FUH – 107 Burntwood Road

No comments.

19/00726/FUL – High Ash Grange

**Councillors asked the clerk to submit the following comments on their behalf:**

Mr Evans' concerns raised on this application need to be investigated. Do the original planning conditions/permissions still apply to this site? i.e. Does the structure have to be removed if it isn't used for agricultural purposes?

### 14. Correspondence Report

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

**Noted**

### 15. Accounts for Payment

The statements for the Business Current Account and Savings Account as at 07 June 2019 were £65, 727.89 and £8,273.84 respectively.

The Parish Council are asked to approve the following payments at their meeting on 19 June 2019:

	Cost	Invoice No	Cheque Number
Clerk's wages june 2019 (includes 5 Hours overtime and PAYE rebate)	£774.49		101092
Clerk's Expenses	£		101093
WCAVA (Payroll)	£6.60		101094
SPCA Training Invoice	£20		101095

The Parish Council are asked to note the following income:

Source	Amount	Reference
HMRC VAT Return	£2,454.50	Xdv12600001290

**Resolved to approve the accounts for payment.**

### 16. Internal Auditor Report

Councillors received the Internal auditor submission for the External Auditor. A further more detailed report from the internal auditor would be shared with Councillors when it had been received.

Councillors noted that the payment to Mr Coulson for equipment that he used on behalf of the Council could not be made as a grant and asked the Clerk to organise an additional payment for the purchase of the equipment in full by the Council at the next meeting. The equipment would then be added to the Council's asset register.

**Resolved to note the internal audit report.**

**17. Annual Governance Statements 2018/19**

Councillors reviewed the Annual Governance Statements 2018/19.

**Resolved to approve the Annual Governance Statements 2018/19. The documents were signed.**

**18. Annual Accounting Statements 2018/19**

Councillors reviewed the Annual Accounting Statements 2018/19.

**Councillors approved and authorised signature of the Annual Accounting Statements 2018/19. These were signed accordingly.**

**19. Mobile Phone use in Meetings**

Councillors agreed that mobile phones could be used discreetly during the meeting for Council Business. Phones should not be used to hold conversations/correspondence with others outside the meeting.

**Noted.**

**20. Items for discussion at future meeting**

Councillors to contact the Clerk with any items for future meetings.

Meeting closed at 9.30pm