

# Hammerwich Parish Council Minutes

## 18 September 2019

**In attendance:** Councillors Wasdell, Greenway, Thurlow, Taylor, Smith, and King.

**Also in attendance:**

3 Members of the Public

Councillor D Smith, Staffordshire County Council (SCC)

Ellen Bird – Parish Clerk

**1. Apologies for Absence**

Apologies for absence were received from Councillors Place, Ho and Ennis. Lichfield District Councillors (LDC) Silvester-Hall and Little both sent their apologies.

**Noted**

**2. Declarations of Interest**

There were none.

**3. Approval of Parish Council Minutes held on 17 July 2019.**

It was noted that Councillor Silvester-Hall's (LDC) name had been misspelt.

**Subject to thee above amendment Councillors resolved to approve the minutes of the meeting held on 17 July 2019.**

**4. Matters Arising**

There were no items.

**5. Co-option of Councillor**

Councillors discussed the Co-option of Lee Cadwallader-Allen. It was noted that Councillor Ho had emailed in support of the proposed co-option.

**Resolved to approve the co-option of Lee Cadwallader - Allen**

**It was noted that Councillor Cadwallader-Allen did not need to report any declarations of interest for this meeting and his acceptance of office was completed.**

The clerk reported that there had been an expression of interest from Val Grundy in the vacancy on the Council. Ms Grundy was in attendance and agreed to speak at the next Council meeting in line with the Co-option procedure.

**Noted.**

## **6. Chairman's Announcements**

The Chairman permitted Councillor Smith (SCC) to speak at the start of the meeting. (Standing Orders were suspended)

### Councillor Smith

- Councillor Smith reported that he was pleased that the drainage work in the centre of Hammerwich was now completed
- He reported the work of the speed group was now underway and that Councillors from Hammerwich had attended and would update the Council.

**Noted**

Standing orders were re-instated.

The Chairman thanked Councillor Smith and expressed the Council and Local Residents sincere thanks for the support in getting the work on the drains in the village completed.

He then gave his report to the Council detailing that he had attended the Parish Forum. He reported that the Community Governance Review was now underway and invited Councillors to look at this. Additionally, the Lichfield District Strategic Plan was out for consultation and he asked Councillors to also review this document.

Councillors noted that conversations were still ongoing locally regarding the railway track that passed through the Parish being used as a footpath/cycle route.

**The Council formally thanked Councillor Smith for his work to secure repairs to the drainage system in the village. They Resolved to ask the Clerk to contact the Leader of LDC to request an update and presentation on the plans for the railway.**

Councillor Thurlow reported that she had attended the Community Centre Committee meeting and reported back on the issues that had been raised there. Councillor Greenway reported she had attended the Crime Prevention Panel on behalf of the Council and Councillor Taylor had represented the Council at the Cruise Bereavement event.

**Noted**

## **7. Neighbourhood Plan (NHP)**

Councillor Greenway reported that LDC had raised concerns regarding some aspects of the plan and that she was in the process of arranging to meet with them to progress this matter.

**Noted with thanks.**

## **8. Speedwatch**

Councillor Taylor presented a speedwatch report to the Council. It was noted that a meeting with Councillor Smith had been scheduled to explore what speeding equipment could be purchased or loaned by local Parish Councils.

**Noted with thanks.**

## **9. Play Equipment Inspection reports**

It was noted that most of the issues on the inspection reports were low risk. The Clerk reported she was having difficulty contacting anyone from Burntwood Dragons and Councillor Greenway agreed to try to establish a contact.

Councillors discussed the quotes they had received from LDC to do work at Mansion Drive to Replace the logs and cut back the Willow tree.

**Resolved to**

- a) Note the report**
- b) Ask the Clerk to request the works quoted for at Mansion Drive play area proceed**
- c) Ask that LDC officers conduct regular inspections**
- d) Ask the Clerk to request that ROSPA complete an annual inspection.**

## **10. Parks and Open Spaces**

Triangle

Councillors asked that the upright posts be replaced and agreed to ask the Clerk to approve the quote for this if it was under £500

Pingle Lane Hedge

Resolved to ask the Clerk to request that the local farmer includes this hedge in his annual schedule of cutting.

### Oakfield Park

Councillors were happy with the quoted works in the park from LDC but requested that the Clerk check that the quote for the hedge cutting was in line with the Council's financial regulations.

**Noted and quotes approved subject to above checks.**

## **11. Highways and Footpaths**

### Bus Shelter

Councillors approved the quote from Collis' to repair the bus shelter.

**Resolved to ask the Clerk to request that Collis complete the work.**

### Other Issues

Councillors asked the Clerk to chase (and copy the County Councillor in on emails regarding) the following issues:

- **Collapsed drains hospital Road**
- **Bollards Overton Lane**
- **Post Office sign removal**

## **12. Planning Applications**

### 19/01170/FUH – 4 Ashmole

**Councillors had no comments.**

### 19/01230/FUH– 37 Stockhay Lane

**Councillors strongly object as this was on greenbelt land.**

## **13. Correspondence Report**

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

**Noted**

## **14. Accounts for Payment**

The statements for the Business Current Account and Savings Account as at 9 September 2019 were £63,878.80 and £8,277.97 respectively.

The Parish Council are asked to approve the following payments at their meeting on 18 September 2019:

	Cost	Invoice No	Cheque Number
Clerk's wages Sept	£508.34	-	101102
WCAVA (Payroll) August	£8.20	2020137	101103
WCAVA (Payroll) September	£8	2020170	101104
Friends of Chasewater	£10	-	101105
Mazars LLP	£360	LIMI166867/1586642-SB03907	101106
Play Safety Ltd (Play inspection Hosp Rd/Mansion dr)	£214.80	44711	101107

It was confirmed that the previously approved cheque for Mr Coulson was for £

## 15. Internal Auditor Report

Councillors noted the internal auditors report.

### **Noted**

### **External Auditor Report**

The External Auditors report was noted.

**Resolved to thank the Clerk for her work on the audit process 2018/19.**

## 16. Public Participation

Standing Orders were removed

### Flooding

A local resident thanked the Parish Council and Councillor Smith and SCC for the work that had been completed in the drains in the village. He was extremely grateful to the workmen who had conducted themselves extremely professionally

### Hedge Cutting

A local resident suggested that the hedges in the Parish should be cut later in the year to ensure the birds could eat the berries.

### **Noted**

Standing Orders were reinstated.

**17. Items for discussion at future meetings**

Councillors asked that the following items be included on future agendas:

- Standing Orders
- Financial Regulations
- Risk register
- Asset register

**Resolved that items raised and detailed above to be included on future agendas.  
Councillors to contact the Clerk with any further items**

Meeting closed at 9.30pm