

Hammerwich Parish Council Minutes

20 May 2020

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

Also in attendance:

3 Members of the Public

Ellen Bird – Parish Clerk

Councillor Silvester-Hall, Lichfield District Council, (LDC) .

1. Apologies for Absence

There were none.

2. Declarations of Interest

Councillor Grundy declared her husband sometimes worked with LDC officers who the Council used for contracts.

Noted

3. Appointment of Chairman 2020/21

It was proposed by Councillor Place and seconded by Councillor Ho that Councillor Wasdell continue as Chairman for the forthcoming Municipal Year.

Councillor Wasdell indicated he would be willing to accept the proposal.

There were no other nominations.

Resolved to appoint Councillor Wasdell as Hammerwich Parish Council Chairman for the forthcoming Municipal Year.

4. Appointment of Vice-Chair 2020/21

It was proposed by Councillor Place and seconded by Councillor Grundy that Councillor Greenway continue as Vice-Chair for the forthcoming Municipal Year.

Councillor Greenway indicated she would be willing to accept the proposal.

There were no other nominations.

Resolved to appoint Councillor Greenway as Hammerwich Parish Council Vice-Chair for the forthcoming Municipal Year.

5. Appointment to Outside Bodies

Resolved to appoint the following roles to the following Councillors:

Crime Prevention Panel – Councillor Greenway

Community Centre – Councillor Thurlow

Parish Forum – Councillor Wasdell

Councillors queried whether there was an opportunity to send a representative to the Board of Governors at the Ridgeway School.

Resolved to ask the Clerk to contact the school to enquire whether a Councillor could sit on their Governor panel. Councillor Ho to be appointed if this was possible.

6. Approval of Parish Council Minutes held on 19 February 2020 and 18 March 2020

The minutes were approved.

An April Meeting was not held this year.

Councillors resolved to approve the minutes of the meeting held on 19 February 2020 and 18 March 2020.

7. Matters Arising

Boundary Review

It was noted this had been deferred by LDC until after 2023 election. It was resolved to ask the Clerk to write to Burntwood Town Council to inform them of the decision this Council had taken in February but that this would need to be reviewed in 2023.

Resolved to ask the Clerk to write to Burtwood Town Council to confirm this Council's views noting this would be revisited in 2023.

8. Chairman's Announcements

The Chairman welcomed everyone to the first ever Virtual Meeting of Hammerwich Parish Council.

He thanked the Clerk for her support in setting up the meeting.

Noted.

9. County/District/Police Reports

Councillor Silvester Hall asked the Council to circulate LDC assistance number for those who were self isolating but required help with their shopping.

The Clerk agreed to add this number to the Website.

10. Neighbourhood Plan (NHP)

Due to the Coronavirus lockdown there was no progress with this matter.

Noted

11. Parks and Open Spaces

Oakfield Park

It was noted that undergrowth in the Park had been cleared and a dangerous tree had been removed. It had been agreed that weed killer would be applied regularly by LDC to ensure the area remained clear.

Noted

The Triangle

It was noted that quotes had been requested to repair the fence which had been reported as damaged. Councillors requested the Clerk request a quote for the dog bin near the pumping station be moved next to the entrance to the park.

Resolved to ask the Clerk to request a quote to move the dog bin in the Triangle

Coppy Nook Park

Resolved to ask Councillor Greenway to contact Burntwood Dragons regarding the fires that had been lit in the Park and to ask them to ensure the play equipment was secured during this time when it should not be being used.

Dog Fouling

Resolved to ask the Clerk to contact LDC regarding Dog Fouling in Oakfield Park and at the Triangle.

12. Highways and Footpaths

Drain

Councillor Taylor reported issues with a drain.

Resolved to ask Councillor Taylor to report this matter again and the Clerk to follow up with SCC Highways.

Pine Tree Close Raised Curb Stones

Councillor Taylor reported problems with raised curb stones on the unadopted, Pine Close.

Resolved to ask Councillor Taylor to try to contact the residents Association on this matter.

13. Planning Applications

There were none.

Councillor Greenway reported a large caravan had been delivered to a property on Copy Nook Lane.

Resolved to ask Councillor Silvester-Hall to report this matter to planning enforcement at LDC.

14. Correspondence Report

Councillors received a correspondence report detailing correspondence received and sent since the last meeting.

Noted and resolved that the Parish Council were happy for the Cricket Club to retain the grant for the re-arranged St George's event in 2021 (if this did not take place funds to be returned this financial year).

15. Accounts for Payment

The statements for the Business Current Account and Savings Account as at 9 April 2020 were £36,785.02 and £8,285 respectively. The statements for May have yet to be received. Clerk to report by email upon receipt.

The Parish Council are asked note the approval of cheques written under delegated powers during the COVID-19 Lockdown for April 2020:

	Cost	Invoice No	Cheque Number
Spark Burntwood CIC (donation)	£250	-	101150
Clerks Wages (April) (postdated to 15 April)(approved March Meeting) (N.B. When payslip received this was incorrect – PAYE had gone up. EB to return £87.60 to Council or reduce future wages by equivalent)	£508.14	1	(£400) and (£108.14) 101146 and 101147

The Council are asked to approve the following cheques at their May meeting:

	Cost	Invoice No	Cheque Number
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Clerk's wages May(approved March Meeting post dated to 15 May) (N.B. When payslip received this was incorrect – PAYE had gone up. EB to return £87.60 to Council or reduce future wages by equivalent)	£420.54	2020391	£400 cheque 101148 £108.14 cheque 101149
WI Hall x 2 terms	£126	Jan-June 2020	101156
WCAVA (Payroll – April)	£95.80	2020391	101157
WCAVA (Payroll May)	£95.80	2020419	
Lichfield District Council	£924	M0007551592	101158
Clerk's Expenses (Zoom £14.99)(Stamps £7.80)(disposable gloves £5.60 Masks £25.70)	£54.09	-	101159

The Parish Council are asked to note the following income (statement yet to be received):

Source	Amount	Reference
2020.21 Precept	£26,4400	1800707

Resolved to approve the Accounts for Payment

16. Bussiness Continuity Report

Resolved to adopt the Business Continuity Report.

Councillors asked the Clerk to Clarify whether the Annual Meeting Could be held Virtually.

15. Public Participation

There were no items.

16. Items for discussion at future meetings

- No items

Meeting closed at 8.35pm