**Hammerwich Parish Council Minutes**

**18 November 2020**

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

**Also in attendance:**

1 Member of the Public

Ellen Bird – Parish Clerk

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| **1.** | **Apologies for Absence** |
|  | Apologies were received from Councillor Taylor and Smith. Councillor Silvester-Hall, Lichfield District Council (LDC) also submitted her apologies.  **Noted and accepted.** |
| **2.** | **Declarations of Interest** |
|  | Councillor Grundy declared her husband sometimes worked with LDC officers who the Council used for contracts.  Councillor Ennis, Ho and Place declared that they worked with Councillor Loughborough – who had expressed an interest in joining Hammerwich Parish Council, on Burntwood Town Council and attended his second meeting as a member of the public.  Councillor Ennis reported that she had been appointed to the Planning Committee at Lichfield District Council.  **Noted** |
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| **3.** | **Approval of Parish Council Minutes held on 21 October 2020** |
|  | **Councillors resolved to approve the minutes of the meeting held on 21 October 2020** |
| **4.** | **Matters Arising** |
|  | There were none. |
| **5.** | **Chairman’s Announcements** |
|  | The Chair reported he had delivered the Remembrance Wreath on behalf of the Council.  **Noted** |
| **6.** | **County/District/Police Reports** |
|  | The Chairman reported that Councillor Smith, Staffordshire County Council) had joined the zoom call prior to the meeting starting to discuss the Gartmore Riding School who was experiencing severe financial difficulties because of the pandemic. The Chairman reported that Councillor Smith had asked that the Parish Council consider making a financial donation to help them at this difficult time. As this was the only item Councillor Smith needed to discuss the Chairman excused him from the meeting and agreed to raise this item on his behalf.  Councillors discussed a donation to the riding school who ran riding for the disabled activities in the Parish.  **Resolved to make an initial donation of £250 and to ask the Vice-Chairman to make contact with the stables to establish what further help they required.** |
| **7.** | **Co-Option of a Councillor** |
|  | Mr Thomas Loughborough spoke to the Council about the attributes he felt he would bring to the Council, his experience and background.  Councillors noted that Mr Loughborough was already a Councillor on Burntwood Town Council and was standing for election at SCC. It was noted that several other Councillors on the Parish also occupied several Councillor positions.  **Resolved to vote on the Co-Option of Mr Loughborough at the next Parish meeting.** |
| **8.** | **Neighbourhood Plan Update**  Councillor Greenway updated the Council on the consultation with local residents on the latest version of the Plan.  There had been a very low response to the consultation with only 4 statutory bodies commenting and no members of the public.  Councillors noted a very negative response to the proposals from LDC with disappointment.  **Resolved to extend the consultation period for one week and to ask Councillor Greenway to work with the consultant on the response to the comments received.** |
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| **9.** | **Speedwatch** |
|  | Councillor Grundy, on behalf of Councillor Taylor, reported the speedwatch team had been forced to stop until 2nd December 2020 because of lockdown.  The calibration on the speedwatch equipment had been checked and was reported to be satisfactory.  A recruitment drive to the speedwatch team was planned for the New Year.  **Noted.** |
| **10.** | **Parks and Open Spaces**  Litter at Copy Nook Park  Councillor Ho reported that he had received complaints regarding the litter in Copy Nook Park. Councillor Greenway said she would raise this when she next spoke with the Chairman of Burntwood dragons. |
|  | **Noted**  Mansion Drive  **Noted that the work to address the issues in this years’ ROSPA reports was being done.**  Allotments  Councillor Place reported that a feasibility study for allotments was taking place at Burntwood Town Council.  **Noted** |
| **11.** | **Highways and Footpaths** |
|  | SID Devices  **Noted that the initial paperwork for the posts for the speed indicator devices would be submitted shortly.** |
|  | Charrington Island Resurfacing  Councillor King reported that SCC had informed him that the resurfacing work planned at the island had been missed.  **Noted**  Pothole  Councillor Grundy reported on behalf of Councillor Taylor that she was contacting SCC about the very poor repair done on a pothole in the Parish.  **Noted** |
| **12.** | **Planning Applications** |
|  | 20/01135/CLE – Lane off Broad Lane  No comments on this renewal. |
| **13.** | **Correspondence Report** |
|  | The Clerk reported on correspondence received and sent since the last meeting.  Councillors noted the return of the accounts submission and agreed to consider this in more detail at a future meeting.  **Noted** |
| **14.** | **Accounts for Payment** |
|  | The statements for the Business Current Account and Savings Account as at 9 November 2020 are£55,026.29 and £8,288.37 respectively.   |  |  |  |  |  | | --- | --- | --- | --- | --- | |  | Cost | VAT | Invoice No | Cheque Number | | Clerk’s wages November | £529.10 | - | 8 | 1178 - £400  1179 -£129.10 | | WCAVA (Payroll – Nov) | £11.20 | £1.10 | 2020610 | 1180 | | WCAVA (Payroll – June re-issue of cheque as cheque not received | £99.30 | £1.65 | 2020450 | 1181 |   The Parish Council are asked to note the following income (statement yet to be received):   |  |  |  | | --- | --- | --- | | Source | Amount | Reference | | No income |  | - |   Councillors approved a cheque for £250 for the Gartside Riding Stables – Cheque 1182  **Resolved to approve the accounts for payment detailed above.** |
| **15.** | **Clerk Computer**  Councillors agreed to purchase a Council laptop for use by the Clerk and asked the clerk to purchase a suitable computer with a budget of £500-700.  **Resolved to approve the purchase of a Council laptop with a budget of £500-700.** |
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| **16.** | **Standing Orders Ratification** |
|  | **Resolved to ratify the standing orders for 2020/21** |
| **17.** | **Financial Regulation Ratification** |
|  | **Resolved to ratify the financial regulations for 2020/21** |
| **18.** | **Risk Register Ratification** |
|  | **Resolved to approve the risk register for 2020/21** |
| **19.** | **Public Participation** |
|  | Mr Loughborough volunteered to publicise the NHP over the next week.  Noted |
| **20.** | **Items for discussion at future meetings** |
|  | * Co-option of a Councillor * Precept |

Meeting closed at 9.15pm