**Hammerwich Parish Council Minutes**

**16 June 2021**

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

**Also in attendance:**

0 Member of the Public

Ellen Bird – Parish Clerk

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| **1.** | **Apologies for Absence** |
|  | Apologies were received and approved from Councillors Smith, Grundy and Loughborough.  Councillors Silvester-Hall and Little, Lichfield District Council (LDC) and Councillor Smith, Staffordshire County Council (SCC) also Submitted apologies.  **Noted and approved.** |
| **2.** | **Declarations of Interest** |
|  | Councillor Ho declared he sat on the Planning Committee at Lichfield District Council. Councillor Ho listened to planning debates but did not express any opinions on the applications and abstained from any planning votes.  **Noted** |
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| **3.** | **Approval of Parish Council Minutes and Annual General Meeting Minutes from the meetings held on 5 May 2021**  Councillors amended a typo in Item 4 referring to Councillor Place as ‘She’ to ‘he’. |
|  | **Subject to the above amendment, Councillors resolved to approve the minutes of the meeting held on 5 May 2021.** |
| **4.** | **Matters Arising** |
|  | Coppice Farm Appeal Hearing  Councillor King reported he had attended the appeal hearing on behalf of the Parish.  The determination on the appeal was not clear.  Bus Services  Councillor Greenway reported bus companies had been reluctant to engage regarding extending a bus service into Hammerwich village. Councillor Wasdell reported he would share a report he had written regarding the bus service at the next meeting.  Green Hill Carparks, Lichfield  Councillor Ennis reported that all disabled parking spaces at Greenhill (in the car parks previously owned by LDC) were now fee-paying spots.  **Noted** |
| **5.** | **Chairman’s Announcements** |
|  | The Chair thanked everyone for adhering to the Covid prevention measures that were now in place and for all their work since the Council had been able to last meet in person.  He congratulated newly elected Councillors to SCC and the newly appointed Police and Crime Commissioner.  **Noted** |
| **6.** | **Internal Audit Report 2020/21** |
|  | The Internal Audit Report 2020/21 was received and noted.  The Council noted the minor administrative errors picked up in the Auditors report but felt that following an extremely difficult year the Council had continued to operate with diligence.  **Noted** |
| **7.** | **Approval of Annual Governance Statements 2020/21** |
|  | The Annual Governance Statements 2020/21 were discussed.  **Council approved the Annual Governance Statements 2020/21** |
| **8.** | **Approval Annual Accounting Statements 2020/21** |
|  | Council discussed the annual accounting statements 2020/21. The Clerk explained the variances in the figures from last year.  **Councillors approved the Annual Accounting Statements 2020/21** |
| **9.** | **County/District Councillor/Police Reports** |
|  | There were none.  Councillor Ho informed the Councillors that each LDC Councillor had a pot of £300 to give away as grants. Councillor Greenway said she would let the riding for the disabled centre at the Gartside aware of this.  **Noted** |
| **10.** | **Burntwood Dragons Changing Rooms** |
|  | **There was no update.** |
| **11.** | **Planning Applications** |
|  | Councillors discussed the following applications:  - 21/01008/FUH – 3 Firs Walk  - 21/01004/FUH – 2 Firs Walk  - 21/01053/FUH – 28 Hanney Hay Road  They had no comment on these applications.  - 21/00994/FUH – 20 Park Road, Burntwood  Councillors noted this application built in front of the ‘building line’. They decided to object to the application on the grounds of massing, obscuring light to neighbouring properties, road safety issues and parking  - 21/00783/FUL – Overton Farm, Overton Lane  Councillors generally supported this application, but serous concerns remained regarding the opening onto Copy Nook Lane. They felt it was a serious safety concern.  **Councillors asked the Clerk to report the comments detailed above to LDC Planning department.** |
| **12.** | **Neighbourhood Plan** |
|  | Councillors noted the Inspector had been appointed and the Plan was progressing.  **Noted** |
| **13.** | **Speedwatch** |
|  | Councillors discussed the speeding on Highfields Road following the installation of the Speed Indicator Devices (SIDs).  Councillor Wasdell suggested that more SIDs be purchased to go on the other posts at Hospital Road. Several Councillors were in support of this.  Councillor Place and Ho argued that it would be better to wait to establish further evidence of the effectiveness of the devices.  **Resolved to ask Councillor King to request further quotes for the SIDs so a proposal for expenditure can be brought to a future meeting.** |
| **14.** | **Parks and Open Spaces**  Anti- Social Behaviour Oakfield Park  A complaint had been received about anti-social behaviour at Oakfield Park.  Councillors had arranged once again to meet with officers from LDC to discuss what actions could be taken to try to prevent this ongoing problem.  The issue had also been reported to the Police via the Police and Crime Commissioner.  An old sofa at the site had been removed.  **Resolved to ask Councillor Greenway to explore the purchase of benches for the park.**  Litter Pick Copy Nook Park  It was noted that Lichfield and District Soroptomist’s had arranged a litter pick of the park.  **Resolved to ask the Clerk to email the Chair to pass on the Council’s thanks.** |
|  | The Triangle  The Clerk reported that she had received a report of an injury at the Triangle reportedly due to a hole in the ground. Councillors noted that LDC officers had been asked to look for the hole and that a regular programme of maintenance was in place at the triangle.  **Noted.**  The Greenway Railway Line  Councillors were extremely disappointed that the Leader of LDC had renegued on his promise to include them in further discussions regarding turning the railway line into a walkway/cycle track.  **Resolved to ask the Clerk to contact the Leader of LDC on this matter.** |
| **15.** | **Highways and Footpaths**  Meerash Lane  It was noted that Meerash Lane needed cutting.  **Resolved to ask the Clerk to request LDC officers undertook this work.** |
| **16.** | **Correspondence Report** |
|  | The Clerk reported on 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 9 June 2021 were £72,285.73 and £8,289 respectively.  Councillors are asked to approve the following accounts for payment:   |  |  |  |  |  | | --- | --- | --- | --- | --- | |  | Cost | VAT | Invoice No | Cheque Number | | Clerk’s Wages May | £535.70 | - | 3 | 101214 - £400  101215-£135.70 | | WCAVA (Payroll – June) | £6.60 | £1.10- | 2020840 | 101216 | | LDC Dog Bins/litter bins | £2,199.60 | £366.60 | M0007580666 | 101217 | | Glenn L Jones (NHP administration error only half paid May) | £1250 | - | HPC05 | 101218 | | Stocksigns (SIDS) | £5,838 | £973 | 206851 | 101219 |   The Parish Council are asked to note the following income:   |  |  |  | | --- | --- | --- | | Source | Amount | Reference | | No Income to report |  |  |   Councillors had discussed the need for increasing the number of signatories at a previous meeting. The bank mandate will need to be renewed in order for this to happen. The Clerk will work with current signatories to progress this ASAP.  **Resolved to approve the Accounts for Payment.** |
| **18.** | **Public Participation** |
|  | No public were present. |
| **19.** | **Items for discussion at future meetings** |
|  | * Ring fencing of funds/expenditure. |
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Meeting closed at 9.50pm