**Hammerwich Parish Council Minutes**

**19 October 2022**

**Date: 19th October 2022**

**Time: 7:00pm**

**Venue: WI Hall, Hammerwich**

**In attendance:**

Councillors Wasdell, Greenway, Place, Ennis, Taylor, King, Smith, Thurlow, Grundy, Ho and Mears

**Also in attendance:**

No Councillors from Staffordshire County Council (SCC)

Councillor Silvester-Hall from Lichfield District Council (LDC)

1 Member of the Public

**Clerk:**

Ellen Bird, Vivien Wang

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| **1.** | **Apologies for Absence** |
|  | Apologies of lateness was received and accepted from Councillor Ho.  **Noted and accepted.** |
| **2.** | **Declarations of Interest** |
|  | Councillor Grundy declared an interest in any item relating to Gary Brownridge at LDC being asked to do work on behalf of the Council as he was a family friend.  The Chairman declared interests in planning applications as he knew the residents there personally:   * 22/01246/FUH – 4 The Tanyard, Mill Lane; and * 22/01085/FUL – Gartmore Riding School, Hall Lane   Councillors Thurlow and Mears declared an interest in Planning Application 22/00883/FUH – Hammerwich Place Farm as it was close to their properties.  Councillor Ho declared an interest in Planning Application 22/01410/FUH 160 Overton Lane as his parents lived nearby.  **Noted** |
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| **3.** | **Approval of the minutes of 20 July 2022**  **The minutes of the Parish Council Meeting held on 20 July 2022 was approved** |
| **4.** | **Matters Arising** |
|  | There were no matters arising.  **Noted** |
| **5.** | **Chairman’s Announcements** |
|  | The Chairman reported he would be attending Remembrance Day service at the Church on behalf of the Council.  **Noted** |
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| **6.** | **County/District/Police Reports** |
|  | Councillor J Silvester-Hall (LDC)  Cllr Silvester-Hall thanked Hammerwich Parish Council’s comments to LDC on planning applications, while expressed her concern that recent comments were not being responded to in a timely way.  Cllr Silvester-Hall reported that a local resident who had been heavily opposed to Springhill Cemetery application (20/01256/FULM) had passed away in early August. Condolences were expressed to the resident’s family on behalf of the Council. She also reported that the developer of Springhill Cemetery has submitted amendments to the planning application in response to the latest comments from the planning department.  Cllr Silvester-Hall reported that a retrospective planning application has been received by LDC from Erasmus Darwin School after an extension of the carpark without planning permission was thought to be contributing to flooding on Pool Road. The planning application has not yet reached HPC.  The Hall Lane drainage issue had been resolved. The Chairman thanked LDC for dealing promptly with this matter.  Cllr Silvester-Hall informed the Council that the Best Kept Village organisers were looking for new Judges. Councillors would be welcome to put their names forward if they were interested to the Staffordshire Community Organisation.  Cllr Silvester-Hall shared hard copy flyers of LDC Councillor Local Community Fund that will be closed for application on 30 November. She encouraged any interested groups to apply before the closing date.  Cllr Mears raised that the drainage examination by Severn Trent is on-going in Brooklyn Farm near Highfields Road. **The Chairman requested Cllr Silvester-Hall let LDC planning officers to aware of this. Cllr Mears to provide details to Cllr Silvester-Hall.**  **Noted.**  (Councillor J Silvester-Hall left the meeting) |
| **7.** | **Planning Applications** |
|  | 22/01085/FUL – Gartmore Riding School: Councillors had no comments on this application  22/01363/FUH – 41 Burntwood Road: Councillors had no comments on this application  20/01265/FULM – Spring Hill Farm: Previous comments made on this application by the Council remain relevant. The Council agreed to ask the Clerk to request that the Planning Inspector’s ruling on this site be upheld.  22/01246/FUH – 4 The Tanyard, Mill Lane  Councillors concluded after discussion that they had no comments on this application  (Councillor W Ho joined the meeting)  22/01179/FUL – 121 Highfields Road  Councillors reviewed the comments submitted during Council was in recess.  **Resolved that**   1. **the previous comments submitted by the Council over the summer recess remain relevant** 2. **asked the Clerk to report that following further consideration at the Council was in strong objection and requested a call-in for this application. Concerns were raised regarding inadequacy of parking, the scheme is out of character with the area, and it was against aspects of the Neighbourhood plan including backland development affecting gardens/good design. Concerns were also raised regarding drainage issues.**  |  |  |  | | --- | --- | --- | | Vote Outcome: For: 9 | Against: 1 | Abstentions: 0 |   **The Council had no comments on the following applications:**   * 22/01223/FUH – Fox Lodge * 22/00883/FUH – Hammerwich Place Farm * 22/00775/FUH – Rose Cottage * 22/01410/FUH – 160 Overton Lane.   To facilitate the review of planning applications, Cllr Greenway invited Cllr King to periodically review the Neighbourhood Plan until Council re-election in May 2023. **A committee will be set-up and guidance from Cllr Greenway will be given. Cllr King agreed to help.** |
| **8.** | **St George’s Day Celebration**  Councillors discussed the success of the Queen’s Jubilee Celebrations and an interest in the Parish in holding similar events in the future. Local organisations were keen to contribute. Councillor Greenway was willing to lead a Committee of interested organisations on this.  **Resolved to**   1. **ringfence a budget of up to £5,000 for a community event on St George’s day 2023.** 2. **A detailed breakdown of expenditure should be brought to future meetings** 3. **This should remain a standing item on future agendas** 4. **If a regular community event is planned this should be included in precept planning in future.**      |  |  |  | | --- | --- | --- | | Vote Outcome: For: 6 | Against: 2 | Abstentions: 2 | |
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| **9.** | **Speedwatch**  **Councillor Taylor reported that speedwatch events were continuing. More volunteers were required.**  There remained ongoing problems with one of the Speed Indicator Devices (SID) Cllr Taylor reported all batteries in the existing SIDs were re-charged for the moment as replacement will take 4 weeks.  **Resolved that discussion of new SIDs will be moved to November meeting. Cllr to send information of the broken SID(s) and the timeline of measures taken to repair it to the Clerk.** |
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| **10.** | **Highways and Footpaths**  Footpath report  Cllr King reported that footpath programme had been well received, and the Head of Staffordshire County Council Rights of Way complimented on the achievements. Footpath report had been sent out.  **Noted**  Finger Posts  There were some minor issues to resolve and some further work to be done to complete the fingerpost project.  Cllr King reported that 10 new finger markers were needed. He had received quotes for the finger markers and estimated a further 2-day work from the garden contractor who had helped fit the posts was needed. Councillors voted and agreed on a budget of up to £1,300.   |  |  |  | | --- | --- | --- | | Vote Outcome: For: 8 | Against: 0 | Abstentions: 1 | |
|  | **Noted** |
| **11.** | **Parks and Open Spaces** |
|  | Health and Safety Review of Play Areas  Councillor Greenway updated that the RoSPA report had been forwarded to Burntwood Dragons to start necessary repairs at Coppy Nook Park.  She had contacted LDC officers regarding a site meeting at Mansion Drive.  Trees at Gorseway  A local resident had contacted the Council regarding trees at the Gorseway near to her property that were on Council land.  **Resolved to ask Councillor Greenway to meet with LDC officers for on-site inspection next week. Quotes for any work on the trees to be brought to a future meeting**  Oakfield Park Gym Equipment  To be discussed in November meeting due to time constraint.  **Noted** |
| **12.** | **Correspondence Report** |
|  | The Clerk reported on correspondence received and sent since the last meeting. Issues include:  Payroll  The lady from WCAVA was retiring in October. Council was updated with a temporary replacement only, which implied that the entire service may be reviewed in near future.  **Noted**  CIL Fund  CIL fund of £1,225 was received from LDC in July.  **Noted – it was suggested this could fund the finger post project**  Memorial Book  Cllr Greenway is working with contractor on the binding cost. It is expected to be £150-£190 with VAT.  **Noted**  Area for wildlife  Council was asked to identify a suitable green area within Triangle Ward with proposal from LDC. Councillor Grundy to email relevant information to the Clerk for including the topic in future Park and Open Spaces agenda.  **Noted**  Grass Cutting  It was noted that LDC were trialling reductions in the grass cutting to reduce costs and for the benefit of wildlife. |
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| **13.** | **Accounts for payment**  The statements for the Business Current Account and Savings Account as at 07.10.2022 were £40,831.32 and £8,292.81 respectively.  Councillors are asked to approve the following accounts for payment:   |  |  |  |  |  | | --- | --- | --- | --- | --- | |  | Cost | VAT | Invoice No | Cheque Number | | Clerk’s Wages August EB | £566.02 | - | 3 | £533.70 Paid by SO 15 of month  £32.32  Chq 292 | | Clerk’s Wages September EB | £566.22 |  |  | £533.70 Paid by SO 15 of month  £32.52  Chq292 |   The Parish Council are asked to approve the following accounts for payment:   |  |  |  |  |  | | --- | --- | --- | --- | --- | |  | Cost | VAT | Invoice No | Cheque Number | | Clerk’s Wages October EB | £566.02 |  |  | £533.70 Paid by SO 15 of month  £32.32  Chq 292 | | Clerks Wages October VW | £385 |  |  | 293 | | WCAVA (payroll) Aug-October | £38.20 | £3.30 | 2022162 (Aug)  2022195 (Sept)  2022234 (Oct) | 294 | | Staffordshire Playing Fields Association | £20 | - |  | 295 | | EB Clerk Expenses (Zoom/telephone) | £24.39 | - | - | 296 | | Hammerwich WI Defibrillator | £195 | - |  | 297 | | D Hiley, Garden Care | £500 | - | 90 | 298 | | Zurich Municipal (Insurance) | £1,016.87 | - |  | 299 | | Mazars LLP (external Audit) | £240 | £40 | 2075283 | 300 | | Playsafety Ltd (ROSPA) | £218.40 | £36.40 | 66142 | 301 | | Hammerwich WI Hall (venue hire for June, July and September) | £115.50 |  | 258  265  273 | 302 | | Royal British Legion (poppy wreath) | £25 |  |  | 303 |   The Parish Council are asked to note the following income:   |  |  |  | | --- | --- | --- | | Source | Amount | Reference | | Interest | £2.56 |  | | Community Infrastructure Levy (CIL) by LDC for October-March 2021/22 (received on 26/07) | £1225.72 | 0020791 | |
|  | **The accounts for payment were approved.**  Annual External Audit  The Chairman reported that the annual External Audit had been completed and approved with no issue found. The Chairman thanked Mrs Bird for her contribution to this.  **Noted** |

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| **14.** | **Public Participation** |
|  | Chairman of Burntwood Dragons was present to update on Coppy Nook Playing Field. He reported that permission from LDC was granted for the installation of a combi boiler to reduce carbon footprint and cost.  Funding support request was raised to Council, and councillors suggested to support via LDC Councillor Local Community Fund or the CIL Fund that Parish Council have just received although there were specific rules regarding CIL expenditure and eligibility would need to be checked.)  It was also updated that a new committee of Burntwood Dragons had been elected three weeks ago and will meet on 20th October.  **Noted** |
| **15.** | **Items for consideration at future meetings** |

* New SIDs (incl. Speedwatch for Hospital Road)
* Oakfield Park Gym Equipment
* Insurance of asset registry (by Mar 2023)
* Noticeboards

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| **16.** | **Chairman’s closing comments** |
|  | The Chairman expressed warm welcome to the new Clerk Ms Wang.  The Chairman also thanked Mrs Bird for all her contribution in keeping the council in good order, and showed high appreciation to her patience, humour, and professionalism.  The Chairman wished Mrs Bird success in all her future projects.  Mrs Bird said she was grateful for all the support received during her tenure, and she thanked Councillors for her leaving gift. |

Meeting closed at 9.02pm