

Hammerwich Parish Council Minutes

17 July 2024

Date: 17th July 2024 (Wednesday)

Time: 7:00pm

Venue: WI Hall, Hammerwich

In attendance:

Councillors Greenway (Chair), King (Vice-chair), Grundy, Preece, Smith, Taylor, Thomas, Ubhie, Wasdell

Also in attendance:

Councillor David Smith from Staffordshire County Council (SCC)

0 Members of the Public

Clerk:

Vivien Wang

1. Apologies for Absence

Apologies were received and accepted from Cllr Silvester-Hall of LDC, and Cllr Mears.

Noted and accepted.

2. Declarations of Interest

Cllr Grundy declared an interest relating to LDC, husband's business asked to do work on behalf of the Council. She also declared an interest relating to the churchyard transfer as her husband does ground maintenance job for the church.

Cllr Ubhie declared an interest that he is the owner of the property that affected by the flooding on Ashmall/Meerash Lane.

Noted

3. Approval of Minutes of Meetings held on 19 June 2024

The minutes of the Parish Council Meeting held on 19 June 2024 was approved unanimously as true record after resolution.

Noted.

4. Matters Arising

Nil

Noted

5. Chairman's Announcements

Chair said that an incident of dispute happened after the council meeting last month. She reminded the members of the Council that all disputes should be ended after the meeting.

Cllr King announced that police will be called if a similar incident ever happen again.

Noted

6. County/District/Police Reports

Councillor D Smith (SCC)

Cllr Smith updated that Mary Lee from SCC Highways has retired. He thanked her for the tremendous service. A new team has started, and he will look for opportunity to introduce them to HPC.

He also shared that the Riding School has done fantastic jobs with the fundings given. He encouraged HPC to support them if a grant application were received. Councillors from HPC agreed and said the Council did support it before.

(Cllr D Smith left the meeting at 7.15pm)

Cllr J Silvester-Hall (LDC)

Cllr Silvester-Hall was occupied by another meeting at LDC and has sent in the following written update and was read out at the meeting:

1. Racing Bypass ongoing with neighbouring Cllr and Police/Community Support Partnership
2. Beacon Park receives the coveted Green Flag Award to officially recognise it as one of the country's best parks (lichfielddc.gov.uk)

Noted.

7. Planning Applications

24/00749/FUH – 6 Watling Street, Muckley Corner: Councillors discussed and concluded the Council is in support to this application but expressed concerns on traffic movements at the Barracks lane Junction.

24/00757/FUH – Snowberry House, 44A Burntwood Road: The Council holds no comment towards this.

24/00650/FUH – 152 Overton Lane: The applicant had written to HPC regarding his concerns about Council's position towards this application. **Councillors discussed and asked the Clerk to write back to advise that HPC is here to reflect viewpoints of residents to the planning department. Everyone is welcomed to attend the meeting and provide input within the defined timeframe. 24/00650/FUH was listed on the agenda of HPC June meeting. The Council had concluded to request call-in, which later-on not accepted by the planning department, as huge opposition was heard at the meeting from the member of public.**

To enhance Councillor's knowledge on planning, the Council agreed to fund the training course (£30 each ex-VAT, to be held on 10th September 6:30pm on zoom) for available councillors. Cllr Taylor, Grundy, Ubhie, Preece, Thomas and the Clerk will attend.

8. Speedwatch

30mph repeater at Hospital Road: No update again. The Council decided to remove it from next agenda.

SID damage & batteries: Cllr King reported that the replacement parts are delivered to LDC and awaiting repair work to be carried out. He also reported that the SIDs are not functioning properly even though new batteries are in place.

The Council resolved to ask Cllr Taylor's partner (a qualified electrician) to check the SIDs for the Council for free.

Councillors then discussed whether HPC is mandatory to appoint a SCC approved vendor. **Cllr King has proposed a motion to let HPC have the authority to use a contractor of their own choice, i.e. not necessarily SCC approved.**

The Council resolved unanimously in support.

9. Highways and Footpaths

Depth gauge at the bridge on Hall Lane: Chair updated that LDC had replied that they have no knowledge about installing a depth gauge. She then presented quotations for ordering a depth gauge online. **The Council agreed to order 826V at £290.00 with a tailoring request. The depth gauge will be delivered to Chair, and Cllr Thomas and Preece will take care of the fitting.**

Clearance of drains:

Cllr Wasdell presented a proposal of drain clearance priority. The cleaning will be from the junction of Meerash Lane/Overton Lane towards Hall Lane, Burntwood Road, Copsy Nook Lane, Hall Lane. **The Council then resolved unanimously to hire 4 hours of drain clearance services at £48.50/hr plus a full load tipping at £260.00.**

Clearance of footpath 18, 19 and 20

The Council discussed and resolved unanimously to hire a trusted contractor for one day of service to clear the footpaths at a cost of £250.00/day.

Cllr King reported that alternation was found on footpath #11 and had been reported to the inspectors of Right of Way. He will follow up on the progress.

Noted

10. Parks and Open Spaces

Oakfield Park new equipment

Chair reported that quotation has been received from LDC regarding marking of a football pitch and installing goals. Cllr Wasdell suggested to seek sponsorship from Collis. Cllr King agreed to approach Collis on behalf, while he also raised the concern about all recurring costs (e.g. re-marking, insurance) involved. **It is agreed the Clerk will check with insurance company on 3rd party liability coverage and any impact on insurance cost.**

Councillors further discussed and resolved unanimously to mark at 5-a-side pitch at a cost of £180.00 if all the following conditions are fulfilled: i) goal post sponsorship secured; and ii) positive outcome of insurance fee and liability checking.

Entry gate at Oakfield Park: LDC reverted that a concrete surface will cost double that of a compact hogging one. Hence, **Councillors resolved unanimously to install a compact hogging surface at the cost of £450 + VAT. The Clerk to follow up.**

Fence and trees at Mansion Drive

Two trees and a section of fence need pruning/felling and replacing respectively at the park at Mansion Drive. **Since the cost quoted by LDC was quite significant, councillors discussed and agreed to have Cllr King and Ubhie to approach residents who are also tree surgeons for comparable quotes.**

As for the fence, the Council will check if local farmer can replace for HPC as a goodwill.

Transfer of The Green

Chair explained that the current village green near Hospital Road was located at where not easily accessible by the public. She suggested the Council to transfer the official village green to the green verge on the Meerash Lane, opposite to community centre. To achieve this, the HPC will have to register its ownership of the green verge first. Councillors expected this to be straight forward given the fact that HPC has been maintaining the land for many years and has put up a signage and a bench on it.

The Council then resolved unanimously to ask the Clerk to proceed to register the ownership of the above said green verge on Meerash Lane.

Noted

11. Best Kept Village Competition (BKVC)

An owner of the local business has drafted up a leaflet to promote BKVC among the village. Councillors provided feedback to the draft at the meeting. Cllr Taylor updated that the production of the leaflet will be kindly sponsored by the local business and will be delivered to all households within the village.

Cllr Grundy reported that the Community Centre has been engaging and is putting up new noticeboard, paving the carpark and de-weeding weekly. **She will check for the Clerk whether a key is needed to post HPC meeting agenda on the new board.**

The Council then discussed and agreed that the island down at Church Lane is too dangerous to maintain as it locates at an acute bend with accident history. The Councillors also agreed to move the bin on the island back to the church carpark.

Noted.

(Meeting reached 9.00pm and the Council has resolved to extend the meeting to 9.10pm.)

12. Correspondence Report

The Clerk had reported on correspondences received and sent since the last meeting:

- AGAR 2023/24 has been submitted to external auditor Mazars.
- Chair and Cllr Wasdell will be representing HPC to attend the first meeting of Parish Network at LDC on 24 September.
- Cllr King and Cllr Wasdell will be representing HPC to attend the Local Transport Plan event held of SCC.
- For moving to Gov.uk domain project, Clerk's email account has been set-up, and individual email accounts for councillors will be set-up subsequently. **Councillors are also asked to provide a picture for the Clerk to update on new website.**

- SPCA updated that the new County Officer has been appointed and plans to start in August.
- The Clerk will be on annual leave from 24th July to 20th August.

Noted

13. Accounts for payment & bank reconciliation

The statements for the Business Current Account and Savings Account as at 30/06/2024 were £46,480.12 and £8,528.38 respectively.

Councillors are asked to approve the following accounts for payment:

	Cost	VAT	Invoice No	BACS Ref# / Cheque Number
Clerks Wages – July	£592.81	-	-	BACS # 18536010
Clerk Wages – August	£592.81	-	-	BACS # 72288552 <i>(to be paid on 21st August 2024)</i>
WCAVA – payroll fee July	£7.20	£1.20	4762	BACS # 117890371
Hammerwich WI Hall - venue hire for June	£38.50	-	447	BACS #105385888
Stocksigns Ltd – replacement SID batteries	£185.94	£30.99	238088	BACS #826095276
Parish Online – 2024/25 subscription to Gov.uk project	£348.00	£58.00	41UD013-0002	BACS #578951486
Bank Service Charges - April to June 2024	£18.00	-	-	Direct Debit on 30 June 2024

The Parish Council are asked to note the following income:

Source	Amount	Reference
Interest	£58.07	Bank interest April to June 2024

The accounts for payment were approved.

As HPC is not meeting in August, the Council has approved Clerk's August wage at July meeting and payment will be made on 21st August.

A detailed budget monitor file has been shared by the Clerk.

A bank conciliation as of 30th June has been shared and approved by the Council. With the new Financial Regulations in effect, Councillors (excluding bank signatories) will take turn to sign the bank reconciliations. Cllr Thomas will sign for this one.

Noted

14. Executive power during Council recess

In absence of August meeting, executive powers were approved to the Chair and Vice Chair with consultation with the Clerk, during council recess.

Vote Outcome: For: 9 Against: 0 Abstentions: 0

15. Public Participation

Nil.

Noted

16. Items for consideration at future meetings

- Set-up of Employment Committee
- Flooding of Meerash Lane

Meeting closed at 9.10pm