

KINGSTONE PARISH COUNCIL MEETING HELD ON WEDNESDAY 13th NOVEMBER 2019 AT 7.30 P.M.

1) **PRESENT** – Cllrs N Green, J Grey, J Bellenie and A Cumming and Borough Councillor G Hall and six members of public.

2) **APOLOGIES** – apologies were received from PCSO Hales and PC Lymer

3) **PUBLIC SESSION**

The following issues were raised:-

- Holly Lane/Loxley Lane crossroads – this was discussed and parishioners outlined their previous discussions with SCC and ESBC. A representation was made by the President of the Kingstone WI, which included submission of a petition signed by many members of the parish. Copies of correspondence relating to previous incidents at the crossroads were also received. The chairman outlined the parish council's support to improving the safety of the junction by working in conjunction with other parish councils and appropriate authorities once the relevant reports regarding the crossroads have been received.
- Changing rooms on playing field – the condition of these were discussed, ACTION – clerk to add to the January agenda, Cllr N Green to obtain quotes for their removal.

4) **MINUTES OF LAST MEETING** – The minutes of the meeting held on Tuesday 17th September 2019, were approved, proposed by Cllr J Grey, seconded by Cllr J Bellenie and signed by the Chairman and clerk.

5) **MATTERS ARISING FROM MINUTES of meeting Tuesday 17th September 2019**

The following matters were discussed:-

- Village toilets – the condition of and possible anti-social behaviour around the area of the toilets were discussed. ACTION – Cllr J Bellenie to contact ESBC to request the removal of the toilets due to their deteriorating condition and future non-use.

6) **AGENDA**

- a) Holly Lane/Loxley Lane crossroads – road safety – discussed during public session
- b) Playing field – playground inspections, report and repairs
Weekly safety checks – safety checks have been received for June, September and October and the general condition of the play area was discussed. All councillors were happy to continue with the current procedure for weekly play area safety inspections.

The rota for the rest of the year is as follows:-

November	J Bellenie	December	A Cumming
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ACTION – councillors to send completed safety check forms to clerk and next councillor on the rota and forward any outstanding safety check forms to the clerk

Goal posts – ACTION – Cllr N Green to arrange a meeting with other councillors to look into possible alternatives for the removal of the posts – on-going

Hedge by the adventure trail – to be added to grounds maintenance schedule for 2020

Hedge between play area and aerial runway – ACTION – Cllr J Bellenie to forward photos of the work to councillors/clerk and request the company to re-trim the hedge. It was **RESOLVED** to withhold payment until authorised by Cllr J Bellenie, proposed by Cllr N Green, seconded by Cllr J Bellenie, with no objections raised.

Climbing frame – ACTION – Cllr N Green to look for missing inserts – on-going

Padlock on the tennis fencing – ACTION – Cllr J Bellenie to arrange for removal – on-going

Play area safety checks – ACTION – clerk to request quote for monthly checks/handyman service when details received.

Litter pickers – councillors were satisfied with the litter picker purchased by the clerk, ACTION – clerk to purchase 4 additional litter pickers.

Swings – continue to monitor chain/shackle wear, councillors were happy to leave any repairs at the moment and remove item from the agenda

Repairs to court wall – ACTION – once details of contact received, clerk to find out if they do building work

Bus shelter – Cllr A Cumming has inspected during his safety checks and confirmed that it is in good condition, councillors agreed that no work was needed on the shelter at the moment, councillors to continue to check during their weekly safety inspections.

c) Grounds maintenance contract for 2019/2020

Two quotes have now been received. ACTION – councillors to decide upon any further additions to the 2020 grounds maintenance schedule, send any additions to Cllr J Bellenie who will then send a final copy to councillors/clerk. ACTION – clerk to request 2 quotes once this information has been received, to be discussed at January meeting. Hedge by the adventure trail equipment to be included in the annual schedule.

d) Finance and accounts for the year 1st April 2019 to 31st March 2020

Copies of Q2 bank reconciliation were circulated to councillors and it was **RESOLVED** to accept them as a true record of the accounts, proposed by Cllr A Cumming, seconded by Cllr J Bellenie, with no objections raised. Financial councillor to review Q2 accounts at the budget/precept meeting.

e) Fencing and replacement field gates – this was discussed, ACTION – Cllr A Cumming to contact Steelway with queries. It was **RESOLVED** for the clerk to place the order, at a cost of £2586 excluding VAT once authorised by Cllr A Cumming, proposed by Cllr N Green, seconded by Cllr A Cumming, with no objections raised. It was **RESOLVED** for Cllr A Cumming to purchase a lock for the new gate up to a budget of £50, proposed by Cllr N Green, seconded by Cllr J Grey, with no objections raised.

f) Co-option of councillors to fill councillor vacancies

It was **RESOLVED** to co-opt K Jennings as a councillor for Kingstone Parish Council, subject to the completion of the relevant forms, proposed by Cllr N Green, seconded by Cllr A Cumming, with no objections raised. K Jennings was co-opted and welcomed as a councillor for Kingstone Parish Council, she also confirmed that she was happy to receive correspondence and agendas by e-mail and to provide her contact details. She was also happy to be included on the weekly play area safety inspection rota, ACTION – clerk to produce new rota for 2020 and circulate to councillors.

g) Website accessibility – the website template offer from SCC was discussed and it was **RESOLVED** to choose the gold pack offer, proposed by Cllr A Cumming, seconded by Cllr J Grey, with no objections raised. ACTION – clerk to contact SCC to express interest.

h) Future of village public payphone – no further update

i) Flags within the parish – ACTION – Cllr A Cumming to investigate options for a ‘noise free’ flag pole, including costs and possible locations in preparation for discussion at the next meeting.

7) **CORRESPONDENCE**

- 1) Insurance 2019 to 2020 - e-mail from Came and Company regarding the acquisition of Stackhouse Poland Limited, by the Gallagher group of companies, including; briefing letter, updated Terms of Business, terms of Business Material Differences Document and frequently Asked Questions Document – content noted

- 2) ESBC - Local Validation Checklist – 2019 review – comments submitted
- 3) Social media policy – info from spca – add to jan agenda
- 4) ESBC – licencing policy consultation – no comments submitted
- 5) SCC – e-mail regarding grit bin filling during the winter season – the grit bin at The Blythe has now been added to SCC’s list and will be filled throughout the season by SCC, SCC to advise regarding costs of re-filling ‘pre-season fill only’ bins
- 6) SPCA – annual report and accounts 2018-2019, AGM agenda for Monday 2nd December and minutes of 79th AGM – no-one able to attend

Other correspondence received

- SPCA – weekly bulletins and related information
- Staffordshire Police – crime report for Bagots ward
- ESBC - Consultation Day - Washlands Masterplan - 20th November 2019

8) PLANNING APPLICATIONS - Consultations are now being received via e-mail alert. Councillors were asked to respond to all planning applications, giving a ‘no comment’ return where appropriate. Decisions to permit or refuse applications from ESBC are shown below:-

P/2019/01342 - Continued use of part of farmyard for dog breeding and training (Class Sui Generis), retention of kennels and erection of a whelping shed and store, Smithy Farm, Mill Lane, Gratwich, ST14 8SE

No comments submitted – addendum – to be discussed further at EGM on 12th December

P/2019/00004 - Appeal against the refusal of a Prior Approval for the conversion of agricultural outbuilding to a dwelling, Blythe Bridge Mill, Mill Lane, The Blythe, Stowe By Chartley, Staffordshire, ST18 0LT

Content noted, no comments submitted

P/2019/01016 - Demolition of existing conservatory to facilitate the erection of a single storey side extension, 2 Woodcock Heath Lane, Woodcock Heath, Kingstone, Staffordshire, ST14 8QS

Permit with conditions

P/2019/01094 - Prior Approval for the conversion of an agricultural building to form a dwelling, Barn at Holly Hayes Farm, Holly Lane, Kingstone, Staffordshire, ST14 8QD

No comments submitted

P/2019/01080 - Erection of a detached garden building, Wanfield Hall, Lane From A518 Near Loxley To Woodcock Heath, Woodcock Heath, Kingstone, ST14 8QR

Permit with conditions

9) FINANCE

Paid out

	Cheque number	Amount
Mrs K Pickett – Clerk’s Wage (8 weeks+phone for july/aug/sep)	1325	£738.08
Kingstone village hall (village hall hire – meeting in nov)	1326	£32.00
Perennial Landscapes Ltd (grounds maintenance for Sep)	1327	£420.00
Total		£1190.08

Paid in

Bank interest – September 2019	£6.46
Bank interest – October 2019	£7.26
ESBC precept/council tax support grant	£7138.50
Total	£7152.22

It was **RESOLVED** to authorise all actions and payments, proposed by Cllr A Cumming, seconded by Cllr N Green, with no objections raised.

DATES OF NEXT MEETINGS

Thursday 12th December at 7.45pm – Extraordinary General Meeting – to be held in the main hall of the village hall

Tuesday 7th January at 7.30pm

Tuesday 10th March at 7.30pm

Tuesday 5th May at 7.30pm – Annual parish meeting and annual parish council meeting

Tuesday 7th July at 7.30pm

Tuesday 8th September at 7.30pm

Tuesday 10th November at 7.30pm

Meeting closed at 9.15 pm.