

Kingstone Parish Council meeting held virtually on 8 September 2020 at 7.30 pm.

1) **Present** – Councillors N Green, A Cumming, J Bellenie and J Grey, the clerk

2) **Apologies** – apologies were received from Councillor K Jennings. It was **resolved** to accept the apologies given by Councillor K Jennings, proposed by Councillor N Green, seconded by Councillor A Cumming, with no objections raised.

3) **Declarations of Interest - to receive declarations of personal or pecuniary interests in the agenda items** – none received

4) **Public session** - The following issues were raised:-

- New website – a request was made to add the link for virtual meetings to the meetings date page of the website

5) **Minutes of last meeting** – It was **resolved** to approve the minutes of the meeting held on 7 July 2020, proposed by Councillor A Cumming, seconded by Councillor J Bellenie, to be signed by the Chairman and new clerk at the next face to face meeting.

6) **Matters arising from minutes of meeting 7 July 2020** – no matters were raised

7) **Planning applications** - Decisions to permit or refuse applications from ESBC are shown below:-

P/2020/00752 - Erection of a two storey rear extension, Nene House, Uttoxeter Road, Kingstone, ST14 8QH

No comments submitted. Addendum – permit with conditions

P/2020/00597 - Erection of a single storey front extension and a first floor front extension, Tethers End, The Meadows, Kingstone, Staffordshire, ST14 8QH

It was **resolved** to submit comments, proposed by Councillor J Grey, seconded by Councillor N Green, with no objections raised. **Addendum – permit with conditions**

P/2019/01342 - Continued use of part of farmyard for dog breeding (Class Sui Generis), retention of kennels and erection of a whelping shed and store and proposed provision of an acoustic fence enclosure along with associated vehicular access and parking facilities (Revised Additional Information Received), Smithy Farm Mill Lane Gratwich ST14 8SE

It was **resolved** to submit comments, proposed by Councillor N Green, seconded by Councillor J Bellenie with no objections raised. **Permit with conditions**

P/2020/00171 - Change of use of agricultural land to domestic curtilage and erection of detached garage with farm office above, Oak Tree Farm, Common Lane, Gratwich, Staffordshire, ST14 8SD.

Permit with conditions

e-mail from ESBC outlining BT's proposal to remove the village public phone box 01889 500651 Adj Maycliffe PC01, Uttoxeter Road, Kingstone - **No comments submitted**

Action – Councillor J Bellenie to contact BT to see what the options are regarding adoption, including liabilities and responsibilities

P/2020/00612 - Erection of a single storey front extension, Westwood, Uttoxeter Road, Kingstone, ST14 8QH – **Permit with conditions**

8) Agenda

a) Holly Lane/Loxley Lane crossroads – no resolutions made. Action – clerk to contact Highways regarding land ownership at the junction

b) Parish maintenance/development fund - consideration of applications received:-

Gratwich PCC - £700. This was discussed and it was **resolved** to award the full amount, proposed by

Councillor N Green, seconded by Councillor A Cumming, with no objections raised. Action – clerk to raise and process payment.

c) PC documentation – clerk gave update

d) Playing field – playground inspections/repairs

Play area inspection report received for July. The current condition of the play area was discussed and Councillor A Cumming confirmed that everything was in a good condition and no repairs were required at this time. Action - Councillors to return completed weekly safety inspection forms to the clerk

Covid19/infectious diseases risk assessment for the play area – this was discussed and with slight amendments, councillors **resolved** to accept the draft risk assessment, proposed by Councillor A Cumming, seconded by Councillor J Grey, with no objections raised.

It was **resolved** to contract the monthly playing fields inspection service with DSK Engineering, proposed by Councillor A Cumming, seconded by Councillor N Green, with no objections raised. Action – clerk to contact DSK to request monthly inspections.

It was **resolved** to set a budget of £30 for replacement noticeboard keys, proposed by Councillor N Green, seconded by Councillor A Cumming, with no objections raised. New clerk to action.

e) Finance and accounts for the year 1 April 2019 to 31 March 2020 – it was **resolved** to receive and accept the Q1 accounts as a true record, proposed by Councillor A Cumming, seconded by Councillor N Green, with no objections raised. Clerk’s pay rise – It was **resolved** to approve the clerk’s pay rise in line with SLCC and NALC pay scales backdated to 1st April 2020, proposed by Councillor A Cumming, seconded by Councillor J Bellenie, with no objections raised.

Monthly financial checks – councillors agreed to do this at each meeting, action – new clerk to send information to councillors so that this can be discussed and agreed at each full council meeting.

f) Website accessibility – clerk gave an update – It was **resolved** to budget £200 for e-mail addresses and the domain, ‘go live’ with the website as soon as possible and publish the council’s 2020/2021 budget, proposed by Councillor J Grey, seconded by Councillor J Bellenie, with no objections raised. Councillor J Grey to action.

g) Clerk Priorities – clerk provided priorities for September to October – all councillors happy with this list. Action – clerk to re-send this list to Councillor J Bellenie.

h) Bank Accounts – this was discussed and councillors decided to leave at present and re-visit this issue at a later date – no action required

i) Dog fouling - To receive an update from Councillor Green – no resolutions made

j) Rocester Football Club – use of playing fields - This was discussed and it was **resolved** to permit Rocester FC a 10 year use of the playing fields subject to conditions outlined in the usage agreement, proposed by Councillor J Grey, seconded by Councillor N Green, with no objections raised.

k) Village signs – action Councillor J Grey to undertake research

9) Correspondence

1. E-mail from ESBC regarding two consultations - Draft Parking Standards and Brewery Building Conversion Supplementary Planning Documents – Consultation – no comments
2. e-mail from Staffordshire Police about not receiving reports anymore – councillors agreed to add a link to the new website – action – Councillor J Grey to action
3. e-mail from Cushman and Wakefield - consultation letter inviting you to provide comments on Uttoxeter, which will be used to help produce a new Uttoxeter Masterplan – clerk actioned to

submit comments

4. e-mail from ESBC - Draft Statement of Community Involvement (SCI) – Consultation – addendum – no comments submitted
5. E-mail and letter from Her Majesty’s Lord Lieutenant of Staffordshire – content noted

Other correspondence received

- SPCA – weekly bulletins and related information
- Letter from external auditor thanking the parish council for payment, which he will donate to charity
- e-mail from Trent and Dove Housing – outlining their move to an on-line system for applications
- e-mail from resident regarding speeding/noise in the village – content noted – action – Councillor N Green to respond
- e-mail from resident regarding agenda item j – content noted – action – Councillor N Green to respond

10) Finance

Paid out	Cheque number	Amount
SPCA – councillor fundamentals course – Cllr K Jennings/clerk’s course	1354	£75.00
Buxus Green - grounds maintenance for August	1355	£375.00
Buxus Green - grounds maintenance - Sept (To be paid out when agreed by Cllr N Green)	1356	£375.00
Mrs K Pickett – Clerk’s Wage (9 weeks + extra hours for GDPR work)	1357	£875.16
Mrs K Pickett – Expenses for stationery	1358	£13.70
Staffordshire Playing Fields Association – subs 2020/2021	1359	£20.00
Gratwich PCC – grant towards churchyard maintenance	1360	£700.00
Total		£2433.86

Paid in

Bank interest – July 2020	£0.34
Addendum	
Bank interest – September 2020	£0.30
Total	£0.64

It was **resolved** to authorise all actions and payments, proposed by Councillor N Green, seconded by Councillor J Bellenie with no objections raised.

Date of next meeting - Tuesday 10 November at 7.30pm

Meeting closed at 9.15 pm.