

## **KINGSTONE PARISH COUNCIL MEETING HELD ON TUESDAY 24<sup>TH</sup> MARCH 2015 AT 7.30 P.M.**

1) **PRESENT** – Cllrs Mr R Pickett, Mrs L Deacon, Mrs S Capewell, Mr C Talbot, Mr N Green and one member of public.

2) **APOLOGIES** – none received

### 3) **PUBLIC SESSION**

The following points were raised in the public session:-

- Dogs on the playing field and courts and dog fouling – new posters and stickers are in place to try and engage the support of the community and a new MUGA/tennis court rules notice will be displayed
- Availability of draft January parish council minutes – these will be published shortly

4) **MINUTES OF LAST MEETING** – It was resolved to accept the minutes of the meeting held on Monday 12<sup>th</sup> January 2015, proposed by Cllr Mrs S Capewell, seconded by Cllr Mrs L Deacon and signed by the Chairman and clerk.

### 5) **MATTERS ARISING FROM MINUTES of meeting held on Monday 12<sup>th</sup> January 2015**

- Cutting of conifer hedge – the work has been undertaken by SJL Landscapes Limited
- Gardening quotes/decision on next season's work – this was discussed and it was proposed to offer this year's contract to SJL Landscapes Limited, proposed by Cllr Mr R Pickett, seconded by Cllr Mr N Green, with no objections raised.
- Highways issues – ACTION – clerk to contact Highways regarding repairs of grids by the toilets, the missing grid at Gratwich has been reported
- Bank mandate – ACTION – Cllr Mr N Green to return paperwork to NatWest
- Play area safety form for December – this has been received
- Concrete blocks surrounding tennis/MUGA courts – this was discussed. ACTION – clerk to obtain a rough estimate for the repair/renewal to the existing wall, proposed by Cllr Mr N Green, seconded by Cllr Mrs L Deacon, with no objections raised. This will be discussed further at the next meeting.
- Precept form – this was completed and returned
- Third quarter bank reconciliation – circulated to all councillors
- Parish groups - invitation to may meeting – ACTION - Mrs V Laflin to e-mail contact details of groups to the clerk
- Update on transparency code and possible training – no further update

### 6) **AGENDA**

#### a) **Play area**

Play equipment – safety checks have been received for December, January and February, and the general condition of the play area was discussed. The Chairman reminded councillors of the play area rota for the forthcoming months and the importance of checking all parts of the play area and fields, including fastenings such as bolts and screws. The rota for the forthcoming months is as follows:-

Mar	Cllr Mr R Pickett	Apr	Cllr Mr N Green	May	Cllr Mr N Green
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- Tree inspection/report – ACTION – clerk to obtain quote for recommended work in preparation for discussion at the next meeting, proposed by Cllr Mr R Pickett, seconded by Cllr Mrs L Deacon with no objections raised.
- Removal of climbing frame roof/adjustment to aerial runway cable – after discussion a

proposal was made to remove the roof of the climbing frame, proposed by Cllr Mr N Green, seconded by Cllr Mr R Pickett, with no objections raised. ACTION – Cllrs Mr R Pickett and Mr N Green to liaise so that a suitable time can be found to undertake this work.

- Goal posts – since the lower goal has broken, it has been removed. ACTION – clerk to investigate repair/replacement and arrange repair if it is cost effective, proposed by Cllr Mr N Green, seconded by Cllr Mr R Pickett, with no objections raised.
- Tennis nets – the tennis net and support posts have been removed for repair/replacement. ACTION – clerk to purchase a new tennis net up to a budget of £200, proposed by Cllr Mrs L Deacon, seconded by Cllr Mr N Green, with no objections raised.

A reminder was given by the chairman to include the following on weekly safety checks:-

- The bench by the corner of the village hall
- Multiplay unit - monitor slats on the bridge which are splitting and check for loose steps
- Check that toilets are locked/secure
- Check the bushes on the cross-bars of the swings for smoothness of operation and movement
- Slight play in end support of swings – this seems to be in the side movement supports rather than front/back movement supports and needs to be monitored
- Slight damage to aerial runway seat – small pieces missing out of the edge, which needs to be monitored
- Goals – welds on net supports starting to fracture – monitor
- Fires on playing fields – monitor
- Movement on platforms on climbing frame – check for movement and report any issues to the clerk

b) General Parish Issues

Police surgery – The next police surgery will be held on Saturday 28th March in the community room of the village hall from 10am until 11am. (Addendum: Cllr Mr N Green has kindly agreed to attend)

Condition of footpath on Uttoxeter Road – the parish council has received two letters of complaint regarding the condition of this footpath. The Chairman has written to Highways regarding this matter. Highways appear to be confident that the planned footpath works for the village will go ahead in the 2015/2016 financial year.

NHT visit – ACTION – councillors to pass on any details of jobs to the clerk in preparation for the next visit. Cllr Mrs S Capewell was happy for her contact details to be passed on to Highways so that she can be contacted directly regarding possible additional jobs.

c) Finance and accounts – Copies of the 3<sup>rd</sup> quarter bank reconciliation were circulated to all councillors

d) Audit of accounts – The external audit deadline is 15<sup>th</sup> June 2015 and Mr G Kerby has kindly agreed to undertake the internal audit for the year.

e) Elections

This was discussed and Cllr Mr R Pickett kindly agreed to take all forms completed and returned to the clerk by Sunday 29<sup>th</sup> March into Burton.

f) Church Fete - Sunday 14th June 2015

A letter has been received from Mr G Kerby to request the use of the playing fields for parking and also to apply for the usual road closure for the Church Fete plus an additional closure for the road from Church Lane to the topside of the school gate in School View.

This was discussed and with the following provisos:-

- any damage to the playing field should be made good
- adequate access by emergency vehicles along School View is provided

councillors were happy to grant permission for the use of the playing fields and support the road closure application. Proposed by Cllr Mr R Pickett, seconded by Cllr Mr N Green, with no objections raised. ACTION - Clerk to inform organisers of decision and also apply for road closure.

g) Council vacancy

Due to the resignation of Cllr Mr C Taylor, there is now a second council vacancy and since the vacancy arises within six months of the election, the vacancy does not have to be advertised or filled. ACTION – Chairman to send letter of thanks to Cllr Mr C Taylor.

**7) CORRESPONDENCE**

- e-mail received from a parishioner regarding a request for a memorial bench on the playing fields. This was discussed and councillors had no objections in principle. A proposal was made to support the placement of a bench in memory of a parishioner which is in keeping with the current bench construction of recycled plastic, along with a plaque, wording to be approved by the council. The council would then be willing to maintain and install the bench for its expected lifespan or until it is beyond economical repair. Proposed by Cllr Mr R Pickett, seconded by Cllr Mr C Talbot, with no objections raised.
- The Local Government (Electronic Communications) (England) Order 2015, came into effect on 30th January, and modifies provisions in Schedule 12 to the Local Government Act 1972 to enable the use of electronic communications to send a summons to members of parish councils in England. This means that it is now lawful to send the agenda and meeting papers by email, providing that councillors consent to this type of delivery. This was discussed and Cllrs Mrs S Capewell, Mr N Green and Mr R Pickett were happy to receive these papers via their usual e-mail addresses, proposed by Cllr Mr R Pickett, seconded by Cllr Mr N Green, with no objections raised.
- SCC – Community Paths Initiative 2015/2016 – councillors did not wish to make an application.
- BT – information on adopting phone kiosks, councillors did not wish to pursue adoption at the current time, proposed by Cllr Mrs S Capewell, seconded by Cllr Mr N Green, with no objections raised.
- Community Council of Staffordshire – request for membership payment (£25) – councillors decided not to take out membership this year, proposed by Cllr Mr N Green, seconded by Cllr Mr R Pickett, with no objections raised.

**Other correspondence received**

Lichfield District Council – Lichfield District Local Plan – notice of publication of inspectors report and adoption of the Development Plan Document

Kingstone with Gratwich Village Hall meeting Thursday 15th January 2015 minutes

Uttoxeter Neighbourhood Watch and Crime Prevention Panel - minutes of meeting 14th January 2015

ESBC - Conservation Area Appraisals – deadline for comments - 5pm on 13/03/15

ESBC – Info on Civic Pride Awards 2015 – councillors to let clerk know if they would like to put forward a nomination

e-mail - Invitation to comment on the consultation draft of the Newborough neighbourhood development plan, deadline 18<sup>th</sup> March 2015

Uttoxeter and Neighbourhood Watch and Crime Prevention Panel - Minutes of AGM, held Wednesday 11th February 2015

ESBC - Customer contact questionnaire – deadline 13th March 2015

SCC – info about People Power funding to local groups - deadline for funding application - 14 April 2015

LCR magazine – Spring 2015

**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/2014/01520 - Prior approval for the conversion of an agricultural building to form a dwelling, proposed Residential Development, Blythe Bridge Bank, Kingstone, Staffordshire

**Refused**

P/2014/01619 - Prior approval for the conversion of an agricultural building to form a dwelling, Proposed Barn Conversion, Little Acre Barn, Woodcock Heath, Kingstone, Staffordshire.

**Refused**

**9) FINANCE**

<b>Paid out</b> (cheques dated 24 <sup>th</sup> March 2015)	<b>Cheque number</b>	<b>Amount</b>
SJL Landscapes Limited (cutting of conifer hedge on playing field)	1176	£300.00
Mrs K Pickett – Clerk’s Wage (10 weeks + one-off non-consolidated payment)	1177	£863.78
<b>Total</b>		<b>£1163.78</b>

**Paid in**

Bank interest		£2.75
<b>Total</b>		<b>£2.75</b>

It was resolved to authorise all actions and payments. Accounts proposed by Cllr Mr C Talbot, seconded by Cllr Mrs S Capewell, with no objections raised.

**DATES OF NEXT MEETINGS**

Monday 18th May at 7.30pm – Annual parish meeting and annual parish council meeting

Monday 6th July at 7.30pm

Monday 14th September at 7.30pm

Monday 16th November at 7.30pm

Meeting closed at 9.25 pm.