

**KINGSTONE PARISH COUNCIL MEETING HELD ON MONDAY 12TH
JANUARY 2015 AT 7.30 P.M.**

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

2) **APOLOGIES** – It was resolved to accept the apologies given by Cllrs Mrs L Deacon and Mr C Taylor, with no objections raised.

3) **PUBLIC SESSION**

The following points were raised in the public session:-

- The possibility of including the parish council meeting dates in the paper version of the KLN
- The importance of the role and responsibilities of parish councillors

4) **MINUTES OF LAST MEETING** – It was resolved to accept the minutes of the meeting held on Monday 17th November 2014, proposed by Cllr Mrs S Capewell, seconded by Cllr Mr C Talbot and signed by the Chairman and clerk.

5) **MATTERS ARISING FROM MINUTES of meeting held on Monday 17th November 2014**

- Quotes for cutting of conifer hedge – these were discussed. ACTION – clerk to meet with Cllr Mr C Talbot to clarify quote requirements and Cllr Mr C Talbot to provide quote. It was proposed to choose the cheapest of the quotes received, with the work being undertaken before the end of February, proposed by Cllr Mr R Pickett, seconded by Cllr Mr N Green, with no objections raised. ACTION – clerk to arrange for the work to be undertaken.
- Gardening quotes/decision on next season's work – this was discussed and it was proposed to negotiate with the current gardener for the best price and the possibility of including an annual trim of the conifer hedge, proposed by Cllr Mr N Green, seconded by Cllr Mr R Pickett, with no objections raised. ACTION – clerk to negotiate gardening services for the forthcoming year.
- Highways issues – ACTION – clerk to contact Highways regarding repairs of grids by the toilets
- Condition of road surface over culvert repair – this will be monitored and discussed at the next meeting
- No-through road signs – these have been moved to the correct locations
- Bank mandate – ACTION – Cllr Mr N Green to return paperwork to NatWest
- Complaints procedure – this has been amended and re-circulated to all councillors
- Not-spot phone consultation – no response made

6) **AGENDA**

a) **Play area**

Play equipment – safety checks have been received for November, 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:-

Jan Cllr Mr C Taylor ACTION Cllrs Mr R Pickett and Mr N Green to also undertake checks during this month
Feb Cllr Mr C Talbot
Mar Cllr Mr R Pickett
ACTION – Cllr Mr N Green to return inspection form for December to the clerk.

- Goal nets – A proposal was made to loan the nets for supervised events and only when they can be put out, removed and stored by a responsible adult, proposed by Cllr Mr N Green, seconded by Cllr Mrs S Capewell, with no objections raised.
- Concrete blocks surrounding tennis/MUGA courts – to be discussed at the next meeting.

ACTION – councillors to inspect the area in preparation for discussion at the next meeting

- Tree inspection/report – to be discussed at the next meeting
- Removal of climbing frame roof/adjustment to aerial runway cable – to be discussed further at the next meeting
- Goal posts – the hole has now been taped and the possibility of having the goal posts welded was discussed. A proposal was made not to go ahead with the welding at the moment and to monitor the condition and the effectiveness of the tape and reassess if necessary. Proposed by Cllr Mr N Green, seconded by Cllr Mr R Pickett, 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 – There were no attendees

Highways issues – ACTION – clerk to contact Highways with regards to a missing grid in Gratwich

c) Finance, accounts and precept setting

A draft budget was discussed and a proposal was made to agree the draft budget, resulting in a precept request of £12,952 for 2015/2016, proposed by Cllr Mr N Green, seconded by Cllr Mrs S Capewell, with no objections raised. ACTION – clerk to complete appropriate form and return to ESBC. ACTION – clerk to complete the third quarter bank reconciliation and circulate to all councillors.

d) Council vacancy – no further update

e) Clerk's wage

The National Joint Council for Local Government Services (NJC) has reached agreement on new pay scales for 2014-2016 to be implemented from 1 January 2015 and a non-consolidated (one-off) payment for employees in December 2014. This has the following implications for the council:- The hourly rate will increase from £10.198 to £10.527 as from 1st January 2015.

The one-off payment is £110 pro-rata, based on a 37 hour week, which gives a one-off payment of £21.62 to be paid in December 2014.

It was proposed to accept these new pay scales, as from 1st January 2015 and the one-off consolidated payment, to be paid for December 2014, proposed by Cllr Mr C Talbot, seconded by Cllr Mrs S Capewell, with no objections raised and one abstention due to declared interests.

f) Parish working groups – this was discussed. ACTION – clerk to contact groups within the parish to invite them to the annual parish meeting in May.

- g) Parish council governor position on school board of governors – a proposal was made to support Cllr Mr N Green as the parish council governor, proposed by Cllr Mr R Pickett, seconded by Cllr Mrs S Capewell, with no objections raised.
- h) Audit of accounts/Transparency code for smaller authorities

The Local Audit and Accountability Act 2014 sets out a new audit framework for local public authorities which are currently covered by the Audit Commission regime. Under the new audit framework smaller authorities, including parish councils, internal drainage boards, charter trustees and port health authorities, with an annual turnover not exceeding £25,000 will be exempt from routine external audit. In place of routine audit, these smaller authorities will be subject to the new transparency requirements laid out in this Code. This will enable local electors and ratepayers to access relevant information about the authorities' accounts and governance.

This Code has been issued initially as 'recommended practice' and the government is now commencing regulations with the intention of making the Code mandatory by the start of the 2015/16 financial year. The draft Local Audit (Smaller Authorities) Regulations will be debated in the new year.

ACTION – clerk to keep councillors updated on the progress of this and also investigate possible training for the clerk to ensure that all requirements are met.

7) CORRESPONDENCE

- The Staffordshire Pharmacy Needs Assessment - no comments
- Department for Communities and Local Government - Parish Polls - Consultation on the Government's intentions to modernise parish poll regulations – consultation closes 30th January 2015 – no comments
- e-mail from SPCA re media policy – this was discussed and a proposal was made not to develop a media policy at the present time, proposed by Cllr Mrs S Capewell, seconded by Cllr Mr R Pickett, with no objections raised
- SCC – info on possible re-organisation of schooling in Uttoxeter area to allow for increased future demand, info available at www.staffordshire.gov.uk/uttoxeterschools
- ESBC - Consultation on Statement of Licensing Policy including a review of the Cumulative Impact Policy – no comments
- ESBC – draft cycling strategy – no comments
- Broadband provision – this may be delayed until March 2015
- Possibility of inviting utilities to a future meeting was discussed

Other correspondence received

LCR magazine – winter 2014

e-mail from The Community Council of Staffordshire regarding possible Government funding cuts to the ACRE Network

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

No comments

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. This was discussed, and a proposal to submit comments was made, proposed by Cllr Mr N Green, seconded by Cllr Mr R Pickett, with no objections raised. **Comments submitted**

P/2014/01000 - Retention of existing equestrian menage and outbuilding and erection of new poly-tunnel (amended plans received), Hallbrook, Uttoxeter Road, Kingstone, Staffordshire, ST14 8QH

Permit with conditions

9) FINANCE

Paid out (cheques dated 12 th January 2015)	Cheque number	Amount
Mrs K Pickett – Expenses	1174	£18.68
Mrs K Pickett – Clerk’s Wage (8 weeks + phone for Oct/Nov/Dec)	1175	£675.28
Total		£693.96
Paid in		
Bank interest		£2.98
Total		£2.98

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

DATES OF NEXT MEETINGS

Monday 16th March at 7.30pm

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 9.33 pm.