

KINGSTONE PARISH COUNCIL MEETING HELD ON TUESDAY 15th NOVEMBER 2016 AT 7.30 P.M.

1) **PRESENT** – Cllrs Mrs L Deacon, Mr R Pickett, Mr N Green, Mr T Bevan, PCSO L Hadfield and seven members of public.

2) **APOLOGIES** – It was **RESOLVED** to accept the apologies given by Cllrs Mrs S Capewell, Mrs T Rees and Mr C Talbot, proposed by Cllr Mr N Green, seconded by Cllr Mr T Bevan, with no objections raised.

3) PUBLIC SESSION

The following points were raised in the public session:-

- Maintenance costs for Kingstone churchyard – the rising cost of maintaining the churchyard was raised, since a lot of work previously undertaken by volunteers now has to be performed by contractors. The issue of responsibility of maintaining the churchyard if the churchyard was formally closed was also raised. Kingstone PCC made a request to Kingstone Parish Council to take on the full maintenance costs of the churchyard (approximate for this year is £1358) rising to approximately £2000 per year in future years, the maintenance includes grass cutting and hedge, gate and fence maintenance.
 - Village hall – a request was made, on behalf of the village hall, via Mrs V laflin for a contribution towards the purchase of a mobile bar (cost £695). A previous request has also been made by the village hall for a contribution towards the costs of WiFi. ACTION - Mrs V Laflin to liaise with the village hall committee and confirm to the clerk what they would like to request funding for. Mrs V Laflin also confirmed the current village hall committee positions and that although an appeal has been made for additional committee members no new volunteers have been forthcoming.
 - PCSO L Hadfield addressed the meeting and outlined the procedure and contact details for parishioners and councillors wishing to contact the local policing team. Details will be placed on the parish council noticeboard and website. She also requested a list of any current and recent issues.
 - Water running across the road/potholes on Blythe Bridge Bank (near Blackpitts Farm) were discussed and parishioners were advised to report to Highways. ACTION – clerk to raise this issue with Highways.
 - Cllr Mrs T Rees from The Blythe Inn has applied for a wedding licence for civil ceremonies to be held at The Blythe Inn and wanted to know if councillors had any objections.
- 4) **MINUTES OF LAST MEETING** – It was resolved to accept the minutes of the meeting held on Tuesday 13th September 2016, proposed by Cllr Mr T Bevan, seconded by Cllr Mr R Pickett and signed by the Chairman and clerk.

5) MATTERS ARISING FROM MINUTES of meeting held on Tuesday 13th September 2016

- **Routine grass cutting within the parish** – on-going
- **Bus shelter at The Blythe** – costings to be prepared for the January meeting
- **Wall around the tennis/MUGA courts** – it was agreed to place this action on hold at the moment
- **Paving and parking in front of tennis courts** – ACTION – clerk to forward details to PCSO
- **Goal posts** – to be discussed in section 6a
- **Councillor training** – ACTION - Cllr Mr R Pickett to update and send information to councillors
- **The condition of the road towards Kingstone woods** – on-going
- **Grit bin at The Blythe** – addendum – this has now been installed
- **Play area inspection** - Cllrs Mr R Pickett and Mrs T Rees met in November to go through safety

check procedures and Cllr Mrs T Rees is undertaking inspections during November

- **Wobble bridge slat replacement** – no change in condition, continue to monitor
- **Possible replacement of climbing frame** – to be discussed in section 6b
- **Review of play area documentation** – The amended documentation was circulated to all councillors – action closed
- **Moss treatment, leaf collection, strimmer damage to timber posts and collection of grass on the play area were discussed** – clerk has included this information in next year's quotation request.

6) AGENDA

- a) Playing field – condition of play equipment, including climbing frame, safety inspections, MUGA/tennis gates, wall around courts, approval of use

Play equipment – safety checks have been received for July, August and September 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 year is as follows:-

Jan	Cllr Mr N Green	Feb	Cllr Mr T Bevan	Mar	Cllr Mr C Talbot
Apr	Cllr Mr R Pickett	May	Cllr Mr T Bevan	June	Cllr Mr N Green
July	Cllr Mr R Pickett	Aug	Cllr Mr R Pickett	Sep	Cllr Mr T Bevan
Oct	Cllr Mr N Green	Nov	Cllr Mrs T Rees	Dec	Cllr Mr R Pickett

The bus shelter has been included on the safety inspection forms, to be inspected once per month.

Quarterly inspections will also be undertaken by the councillor undertaking the weekly safety inspections in March, June, September and December.

ACTION - clerk to produce new rota for 2017 substituting Cllr Mrs T Rees for Cllr Mr C Talbot.

ACTION – Cllr Mr R Pickett to produce a play area safety check form which can be completed on-line

Cutting of conifer hedge – ACTION – Councillors to check the cutting of the hedge and report back to the clerk.

Use of playing fields – It was **RESOLVED** to accept the 'use of playing fields' form, proposed by Cllr Mr T Bevan, seconded by Cllr Mr R Pickett, with no objections raised.

Play area notice – It was **RESOLVED** to accept the 'limited liability notice', proposed by Cllr Mr N Green, seconded by Cllr Mr T Bevan, with no objections raised. ACTION – clerk to display on the parish council notice board.

Goal post removal – on-going

MUGA/tennis courts – decision to be deferred until January meeting

- b) Climbing frame replacement

This was discussed with the possibility of having the old climbing frame and the conifer on the corner of the MUGA court removed in Spring. Methods of parishioner consultation and sources of funding were discussed. ACTION - Councillors Mrs T Rees, Mr N Green and Mr T Bevan to investigate possible sources of funding, methods of consultation and acquisition of three quotes for possible equipment. ACTION - Clerk to re-send previous quotes to councillors.

- c) Goal posts on playing field – defer until future meeting

- d) Future of village payphone

This was discussed and it was **RESOLVED** to object to the removal of the payphone. ACTION – clerk to respond to planning authority accordingly with comments agreed by councillors. Proposed

by Cllr Mr R Pickett, seconded by Cllr Mrs L Deacon, with no objections raised. ACTION – Clerk to place any planning permission information regarding the proposed removal of the payphone on the parish council noticeboard and website.

e) General Parish Issues –

- Wooden fencing on birches corner – on-going
- Holly Lane/Loxley Lane crossroads – SCC are currently undertaking a safety assessment of the junction. ACTION – clerk to contact SCC regarding recent incident at the junction.

f) Finance and accounts for the year 1st April 2016 to 31st March 2017

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 Mr N Green, seconded by Cllr Mr T Bevan, with no objections raised.

The consultation paper from the Department for Communities and Local Government (DCLG) (which makes proposals to bring local councils in line with principal councils by requiring them to hold a referendum if they plan to increase their part of council tax above a certain amount) was discussed and the content noted. ACTION – clerk to send councillors information regarding precept statistics in the area.

g) Council documentation – including health and safety and play area documentation

Health and Safety policy – on-going

Notice of limited liability – see section 6a

h) Neighbourhood planning – defer to January meeting

i) Workplace pensions

The staging date is 1st April 2017, ACTION – clerk to meet with Cllr Mr T Bevan to go through the required process and to ensure that the parish council is fully compliant.

j) Budget/precept setting for 2017/2018

This was discussed. ACTION – clerk to research S137 payment limits, maintenance of churchyard costs and produce draft budget in preparation for budget/precept setting meeting in January.

7) CORRESPONDENCE

- Winshill Draft Neighbourhood Plan Consultation – deadline for comments 31st December 2016
ACTION – councillors to pass any comments to the clerk
- SCC - Consultation on the future provision of social care for older people and adults with physical disabilities – deadline for comments 5:00pm on Tuesday 13 December
ACTION – councillors to pass any comments to the clerk
- e-mail contact requesting dates for the shoot at Kingstone Woods – ACTION – the parish council has no information regarding the dates, clerk to respond accordingly
- SPCA – info about and agenda for AGM to be held on Monday 5th December at 6.30pm in Stafford, minutes of 2015 AGM and annual report and accounts for 2015/2016
ACTION – councillors to let the clerk know if they would like to attend

Other correspondence received

Stafford Borough Council – The Plan for Stafford Borough Part 2 – Main Modifications – representations to be received by 12 noon on 4th November 2016

SPCA – weekly bulletins and related information

SCC – info on the ‘fire kills’ campaign

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/2016/01065 - Erection of a single storey front extension, School House View, 9 School View, Kingstone, Staffordshire, ST14 8WD

Permit with conditions

P/2016/00651 - Demolition of existing dwelling to facilitate the erection of a replacement dwelling and installation of a septic tank, Blackpits Farm, Blythe Bridge Bank, Kingstone, Staffordshire, ST14 8QW

Permit with conditions

P/2016/01390 - Installation of one new electricity pole, land adjacent to Church Farm Bungalow, Uttoxeter Road, Kingstone

No comments

P/2016/01403 – Erection of a detached building to form stables and tack room, Rosevale, Lane From A518 Near Loxley to Woodcock Heath, Woodcock Heath, Kingstone, ST14 8QS

Comments submitted

P/2015/01557 - Formation of 2 fishing lakes, fishing shelter, bin store, cycle store, 3 portaloos, car parking and alterations to existing access, Wood Farm, Wood Lane, Gratwich, Staffordshire, ST14 8SB

Permit with conditions

9) FINANCE

Paid out	Cheque number	Amount
Kingstone PCC – churchyard maintenance grant 2016	1223	£500.00
SJL Landscapes Limited – grounds maintenance September/October 2016	1224	£370.80
Mrs K Pickett – expenses (first/second class stamps)	1225	£14.28
Mrs K Pickett – Clerk’s Wage (10 weeks + phone for July/Aug/Sep)	1226	£870.56
Total		£1755.64

Paid in	Amount
Bank interest – September 2016	£1.68
Bank interest – October 2016	£1.96
ESBC precept	£6476.00
ESBC council tax support grant	£293.50
Total	£6773.14

It was **RESOLVED** to authorise all actions and payments. Accounts proposed by Cllr Mr N Green, seconded by Cllr Mrs L Deacon, with Cllr Mr R Pickett abstaining due to declared pecuniary interest, with no objections raised.

DATES OF NEXT MEETINGS

Thursday 12th January at 7.30pm

Tuesday 14th March at 7.30pm

Tuesday 9th May at 7.30pm – Annual parish meeting and annual parish council meeting

Tuesday 4th July at 7.30pm

Tuesday 12th September at 7.30pm

Tuesday 14th November at 7.30pm

Cllr Mrs L Deacon kindly agreed to host the draft budget/precept meeting at 7.30pm on Thursday 5th January 2017

Meeting closed at 9.45 pm.