

DRAFT minutes of a Parish Council meeting held on Tuesday 13th July 2021 at 7.30pm at the Village Hall, Kingstone.

Present: Cllr Bellenie, Cllr Cumming, Cllr Grey, Cllr Jennings and the clerk.

Members of the Public - Mrs V Cain.

Meeting started at 7.35pm to allow for Cllr Cummings to arrive.

13.07.01 APOLOGIES AND APPROVAL OF ABSENCES – Cllr N Green

RESOLVED : to accept apologies

No apologies received Borough Cllr Hall

13.07.02 TO RECEIVE DECLARATIONS OF INTERESTS AND TO CONSIDER REQUESTS FOR DISPENSATIONS. Failure to declare a disclosable pecuniary interest at a meeting is a criminal offence under section 34 of the Localism Act 2011. None received.

13.07.03 PUBLIC PARTICIPATION*

The item, Public Participation, allows 15 minutes of each Parish Council Meeting, for members of the public to make representations or give evidence in connection with items included on the agenda. Each representation must be a maximum of 3 minutes. At the discretion of the Chairperson, the meeting may be adjourned to give members of the public present an opportunity to raise other matters of public interest.

Member of the public attended to mention the bikes at the Blythe pub and through the village. She said that she was concerned about the speed of some of the bikes and how busy it is. Cllr Mrs Bellenie mentioned that she is going to go down to the Blythe and discuss it with the landlord. The Clerk said that she had checked the licenses with ESBC and the venue had all the necessary licences. Cllr Bellenie said that she was prepared to go and talk to the landlord, however, the council is limited on what we could do as the bikes are on the roads legally. If they are speeding then it is a police issue.

13.07.04 TO RESOLVE THAT THE MINUTES OF PARISH MEETING HELD ON 11th May & 28th JUNE 2021 ARE A CORRECT RECORD.

RESOLVED: Councillors approved the minutes and these were signed as a true and correct record.

13.07.05 TO RECEIVE AN UPDATE ABOUT PROGRESS OF RESOLUTIONS FROM PREVIOUS MEETING

- **Loxley Junction**

The working group reported that they had a productive meeting with SCC Highways. County Council has agreed to the VAS. VAS signs need to go on

Holly Lane and one on Loxley Lane. Cllrs agreed that funding could be made available to purchase the signs. Mr R Rayson of SCC Highways had said that there may be a free sign available. It was agreed that Kingstone should have the free sign if suitable and then ring fence the money should we need to use funds later to carry out the other works. It was mentioned that the Parish Council could go out to gain a public works loan but this was not a route that should be taken unless absolutely necessary as this would have to be taken to referendum. Landowner has offered the land free of charge for the staggering of the junction.

- **Defibrillators for Parish**

Cllr Cumming awaiting two quotes for the work. Once the Parish Council has approved then the information can go to the diocese. Councillors to agree work outside of the meeting, between now and the next meeting. Potential for one at Shrewsbury Arms and also at The Blythe area.

RESOLVED : to add to the next agenda.

- **Removal of concrete plinth**

The Clerk reported that she was waiting for the 2nd quotation. Football club has approached Cllr Grey regarding putting a storage facility on the plinth. Councillors discussed. Cllr Grey to bring back proposal from the football club and add to the next meeting.

- **Adoption of Land following toilet block demolition**

The Clerk reported that a request has been put in to ESBC – awaiting response from ESBC

- **Footpath Map/Log - Footpath Diversion Order – Footpath 11 & 20**

Clerk reported that she needed to scan and circulate to councillors.

- **Flag Pole**

The Clerk reported that the planning application is in with ESBC. Cllr Bellenie said that she would like a Kingstone flag. Cllr Grey said he didn't think you could do that, it had to be a recognised flag. Cllr Grey agreed to follow up.

- **Bollards on Grass by School**

Bollards now in place and the school and look good. Councillors agreed that Mr Durose did a great job.

- **Community Speed Watch**

The Clerk reported that a small group had been set up with two volunteers from Kingstone Parish and four from Abbots Bromley. The first training session had already taken place in Abbots Bromley. Hopefully progress would be made and the group would start to cover both Abbots Bromley and Kingstone when safe sites for monitoring have been agreed.

13.07.06

VOLUNTEER MANAGEMENT

Resolved : To add to the next agenda

13.07.07 COVID COMMEMORATION

Cllr Jennings and Cllr Cumming undertook a walk around the village and where a bench/s, Jubilee tree and Landscaping requests, could be located. Councillors happy with the idea of the plastic ones. Cllr Jennings to go and have a look at the ones in Abbots Bromley. Need to look at Gratwich and Blythe with possible places to site benches. 3 possible places to site a bench. One on the green on the way in to the village, one up towards the woods – off the road, angled it looks out across the field, 3rd place out towards the Blythe. Councillors agreed 3 to be purchased but need to ascertain ownership of land. Cllr Bellenie proposed, seconded Cllr Grey.

13.07.08 SUPPORT FOR JUBILEE CELEBRATIONS

Jubilee Committee – Cllr Green on the committee. Possibly light a beacon. Cllr Grey suggested that Cllr Green to liaise regarding this. Landscaping as part of this. Cllr Bellenie summed up from Cllr Jennings and Cllr Cumming findings and other councillors' reservations that putting a tree on the green on the entrance to the village could cause viewing issues in an already crowded tree area, trees which are in need of trimming. Overhead cabling is also a concern and ongoing maintenance. Cllr Jennings said that she wasn't sure that there was anywhere else. Cllr Cumming suggested somewhere near to the Whitehall area, near to the plinth. Cllr Bellenie also suggested the patch of over grown brushes near the public footbath sign next to the tennis courts Suggestion to plant on the Trent and Dove land. Check who owns the land on the way in to the village so that we know who owns the trees, to establish costs, maintenance and tree log. Cllr Jennings met with Mr Knight, looking at the strip at the top of the field, top corner of the football field for wild flowers. Funding for seeds is being looked at. He needs an agreement from the PC that he is ok to do it. Cllr Bellenie asked if the councillors are happy with it. Also looking at putting bulbs in – put some in by the spring. Verge along by the Parish Hall and also along by the Blythe and also Potts Lane. Cllr Jennings to go back and ask what they are going to do with the turf. Possible wild flowers on the verge by the school. Request from a resident to consider planters by the school. Cllr Bellenie headed debate, concerns with up keep, and blocking of road views, put to the vote, majority vote was no Seconded by Cllr Jennings. Councillors voted no to the planters. Cllr Cumming suggested that it may be possible to make a mound out of the Plinth.

13.07.09 UPDATE ON WEBSITE

Site now up to date. Need to add the footpaths map, need to go back to Digital Staffordshire in order to set up.

13.07.10 EVENTS AT THE BLYTHE

Already discussed as part of the public session.

13.07.11 FENCING ON GREEN NEAR ENTRANCE TO VILLAGE

Clerk to check ownership of the land so that we can look at new fencing.

13.07.12 TO CONSIDER PLANNING APPLICATIONS AND RECEIVE PLANNING DECISIONS-
applications on website.

No Objections or comments

13.07.13 TO RECEIVE ORAL REPORT FROM BOROUGH/COUNTY COUNCILLOR

RESOLVED : to contact ESBC as the Parish Council has not heard from the Borough Councillor for some time.

13.07.14 TO CONSIDER & AUTHORISE PAYMENTS OF LIST BELOW AND TO RECEIVE
FINANCE UPDATES:

Ref/Cheque No	Item	Amount - £
6/1413	DSK – Wall Repairs	£3264 including £544 VAT Paid between meetings
7/1414	DSK – Playground inspections for Jan/Feb/Mar/Apr/May	£224 including £40 VAT
8/1415	Mrs Sarah Meads Reimbursement for purchase of White Posts	£177.48 includes £29.58 VAT
9/1416	Mrs Sarah Meads. Salary for May/June 2021	£493.38
10/1417	Toplis Associates Ltd- internal audit fee	£140.40 includes £23.40 VAT
11/1418	Gratwich Church PCC	£700
12/1419	Kingstone Church PCC	£1,100
13/1420	Kingstone Village Hall - bookings	£30
14/1421	Kingstone Village Hall – hanging baskets	£102.00 NOT AGREED due to amount of money in the account.
RECEIVED		

	NatWest Interest – 0.22p 30.06.2021	0.22p
Bank Account	Date of statement	Balances
Account Ref: 467		£24,419.55
Account Ref: 443		£14,064.83

Councillor approved payments except for the hanging baskets for the Village Hall as the Village Hall funds were currently very healthy.

13.07.15 CORRESPONDENCE

Email from Mrs Grocott regarding planters outside the school. Email circulated to councillors for further discussion.

Email from Village Hall Treasurer regarding reimbursement for hanging baskets.

Resident regarding overgrown hedges and verge near to School – Councillors and Clerk have now checked this out and don't believe that this is the responsibility of the PC but of SCC and the home owner. Response has been provided to homeowner and he has now reported to SCC.

SPCA weekly newsletters

Covid 19 updates received from Cllr Atkins

Data Protection certificate received,

Emails from Richard Rayson, SCC Highways confirming action for crossroads

Footpath Diversion received – to be circulated at meeting

Planning applications circulated prior to the meeting.

- P/2021/00725 Relocation of Electricity Pole, Greenacres, Woodcock Heath
- P/2021/00795 Multi-purpose of agricultural building, Leaffields Farm, Stafford Road, Lower Loxley
- P/2021/00680 Change of use of land to mini golf course and foot golf course, Manor Golf Club, Stafford Road
- P/2021/00810 Prior approval for conversion of agr building to form a dwelling, Blythe Meadows Farm, Mill Lane, Gratwich

Email from Cllr Atkins regarding Affordable homes – circulated to councillors

21.07.16 CLERK'S REPORT

Bollards for School Verge, - Clerk applied for license to site bollards.

Agreement received from Richard Rayson at SCC, agreement signed. Emailed Came & Company to check that these are insured – covered under public liability. Met with Bill Durose, Jayne and Jonny to agree siting of Bollards - now installed.

Internal Auditor –. Auditor, Toplis Associates completed the internal audit.

The Clerk prepared the AGAR Part 2 forms, Exemption Certificate, Bank Rec and Variances documents. All relevant documentation now uploaded on to

the website. Exemption Certificate now sent to Mazars external auditor and acknowledgement has been received. Exercise of Public Rights has been uploaded to the website and displayed on noticeboards. Clerk needs to complete a P11D for the previous Clerk due to lack of PAYE.

Flag Pole – clerk contacted Open Spaces for permission to locate by MUGA Court, The Meadows, Kingstone – advised that Asset Team would need to give permission – Mr Bill Durose has flag pole and was awarded contract to install in Jan meeting (£150 +VAT). Email permission has been received, awaiting formal letter. ESBC now informed the Clerk that planning permission is required. Clerk has prepared application form and submitted.

Toilets – land after removal - Whitehall close, Kingstone – sent an enquiry to Michael Hovers, ESBC Open Spaces and Paul Farrer, asking about the process of adopting the land after demolition has taken place 18.01.2021. Clerk has now provided a plan of the location and still awaiting feedback on adoption

Plinth removal – two contractors briefed on the removal of the plinth

Website – Clerk encountered issues with updating the website on certain pages. Cllr Grey and Clerk have now worked through the issues and Clerk now able to add documents to all sections.

Blounts Green Division – The Clerk & Chair sent numerous emails to SCC Highways regarding lack of signage and signs not displayed correctly. Further emails sent to SCC Highways regarding repairs to lanes after the main road re-opens. Still awaiting feedback.

SCC Footpath Log – meeting has taken place with Ranger. Cllr Jennings and Clerk need to work on log and plan for repairs and prioritise. Ranger will to work with the PC. Good productive meeting.

Cutting back of hedge on footpath. – Clerk has contacted SCC regarding legality of cutting back hedges at this time of year. This work has now been completed by SCC

Signage for Village Fete – road closed signs delivered to the village for use on Fete day

Loxley Crossroads – crash data prepared and circulated to working group. Richard Rayson and other reps from SCC invited to a meeting at the crossroads on 6th July. Site visit now needs to be arranged with Richard Rayson, Mrs Ginny Gibson other members of working group to agree location of VAS signs.

Meetings – Village Hall now booked for remainder of meetings for the year. Liaised with treasurer regarding requirement for invoice prior to payment being made.

Kingstone Community Society – Letter requesting return of £500 drafted and forward.

Letter to previous clerk – drafted and sent.

Bollards for School Verge, Uttoxeter Road, Kingstone – requested from SCC , reported again to Community Liaison Officer

Internal Auditor –. Audit took place on 31.3.21 via Zoom. Auditor, Toplis Associates happy with systems in place. Final audit will take place virtually prior to July meeting

Buxus Green – provided tender prices for grounds maintenance and church yard maintenance – saved in Buxus Green folder. Need second quote to consider – additional quotation requested by Clerk from Mr G McCullouch. Quote now supplied. Buxus informed of success of tender. Mr G McCulloch thanked for his tender.

Toilets – land after removal - Whitehall close, Kingstone – sent an enquiry to Michael Hovers, ESBC Open Spaces and Paul Farrer, asking about the process of adopting the land after demolition has taken place 18.01.2021. Clerk chasing.

Dog Fouling Signs –passed on to councillors . More signs to go up.

Website – Clerk now able to update the website as and when required.

Blounts Green Division – The Clerk & Chair sent numerous emails to SCC Highways regarding lack of signage and signs not displayed correctly. Little progress made with SCC. Received email from PCSO regarding fallen over signs, information forwarded on the SCC Highways

Return to in person meetings- notification had been received from NALC that Parish Council may need to return to in person meetings from May. The Clerk booked the larger room at the Village Hall for the May meeting. Jayne to prepare risk assessment for the meeting.

SCC Footpath Log – clerk reported urgent repairs required on Kingstone 2. Karen updated log and forwarded to Clerk for reporting. Meeting arranged with SCC ranger on Tuesday, 18th May at 3.00pm

Additional litter bins for the Park – Clerk liaised with ESBC refuse department regarding supply of extra bins around the Park to help with dog fouling issue. Meeting held with ESBC and additional bin agreed and installed.

Cutting back of hedge on footpath. – Clerk has contacted SCC regarding legality of cutting back hedges at this time of year. Advice received is to only do very minimal work so no machinery until September. Possibly just trim with hand clippers so that walkers can pass on the footpath ensuring not to disturb birds.

21.07.17 COUNCILLORS REPORTS (INFORMATION ONLY)

Cllr Grey mentioned the welcome to Kingstone sign is battered and will probably fall down at some point so need to keep in mind for replacement. Need to clarify replaces the sign, Clerk to check with Highways who funds this.

Cllr Jennings mentioned the Plunkett Foundation grants – possibly suitable for the churches.

Cllr Bellenie thanked Councillors for all their work.

21.07.18 DATE OF NEXT MEETING The Next Parish Council meeting will be held on 14th September 2021 at 7.30pm. The meeting was formally closed at 9.18pm

Signed.....

DRAFT