**HAUGHTON PARISH COUNCIL**

**Minutes of the Meeting held on Monday 25th April 2016 at 9.10pm**

**In The Village Hall**

Present: Cllr M Allen (in the Chair), Cllr D Warbrick, Cllr I Sunley, Cllr I Forrester, Cllr T Grattage, Cllr G Anslow, Cllr A Heath

County Councillor Mark Winnington

Jayne Cooper, Clerk

**Public Open Forum:** (2 members of the public present)

Mr Ashley, who had previously raised concerns about flooding around a bus stop on Newport Road (opposite Ash Drive), informed cllrs that only a small amount of repair work had been carried out, despite meetings held with Highways and County Councillor Mark Winnington at which more significant work had been agreed. He confirmed gullies had been emptied but the reasons they block was not investigated therefore the problem had not been solved and in recent spell of very heavy rain, flooding was again an issue. Cllr Heath agreed to monitor the situation closely along with Mr Ashley, particularly during wet weather and report any issues to County Cllr, Mark Winnington.

Mr Ashley also informed Cllrs that as a result of large pot hole in Ash Drive, his vehicle at been damaged at a cost of £200 and he is now liaising with Highways and providing evidence hoping to be reimbursed.

*The two members of the public left the meeting.*

Cllr Winnington was also informed that there is an ongoing highway issue on Woodhouse Lane as the owner of a property on the junction of Woodhouse Lane (at White Cross) is regularly experiencing HGV vehicles being driven very close to the property and damaging verges as there are no kerb stones. This was noted by Cllr Winnington.

*Cllr Winnington left the meeting*

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| 1 | **To receive apologies and record absences**  None received |  |
| 2 | **To receive any Declarations of Interest**  None received |  |
| 3 | **To receive and confirm the minutes of the meeting held on 23rd March 2016**  The minutes were proposed, seconded and approved as a true and accurate record. |  |
| 4 | **To consider any planning matters**  Two applications were considered:  Application 16/23923/HOU for a single storey extension to rear of dwelling at 9 Meadow Drive, Haughton and application 15/24045/ADV and a replacement forecourt sign on an existing pole and one new banner sign on a wall at Taylor BrothersMotorcycles, Haughton Garage.  It was proposed, seconded and agreed that the Clerk responds to Stafford Borough Council stating that Haughton Parish Council had no objections to the applications. | Clerk |
| 5 | **To discuss matters of finance including**   1. **Accounts for Approval**   The Clerk presented accounts for approval for the month of April as follows:  R Mathews Salary £53.36  J Cooper Salary and expenses £287.39  Haughton V/ Hall Room hire £23.00  JRB Dog Gloves £101.40  PC Websites Website design £420.00  St Giles School BKV expenses £75.00    The accounts for the month of April 2016 were approved for payment.   1. **Financial Statements for April 2016**   The updated financial statement that would now be posted on the parish council’s website, (to comply with the Transparency Code) was approved.   1. **Best Kept Village Account**   Cllrs were informed that the dormant parish council account that had been agreed could be used for Best Kept Village accounts was in fact a savings account therefore not possible to use (no cheque book). Therefore a new account would be opened and would need the authorisation of two authorised signatories and a copy of the Council minutes approving this decision.  It was proposed, seconded and agreed that a new account should be opened for Best Kept Village accounts. Clerk to action. | Clerk |
| 5 | **To receive the Clerk’s report including correspondence**  The report had previously been circulated and included all correspondence received in the past month including:   * The dates of the next visit of the Neighbourhood Highway Team (13th -15th July). It was agreed this should be an agenda item at the next meeting at which jobs, including a system to review ditches, would be discussed. The Chairman informed cllrs that at the recent SPCA and SCC Liaison meeting Highways work that may be passed to parish councils was a main point of discussion. * an invitation to the Mayor Making Ceremony on 14th May – it was agreed that the Chairman should attend on behalf of Haughton Parish Council * Receipt of £480 from the Transparency Fund to cover website costs. * A letter from Mr Parker offering £70 to rent Dale Common for a 12 month period. It was approved that this would be accepted and the Clerk would issue Mr Parker with the necessary paperwork to sign.   The Clerk’s report was accepted. | Chairman  Clerk |
| 7 | **To receive reports from councillors on:**  **General Maintenance**  Nothing to report  **Park and Football pitch**  It was agreed to apply to Tesco Bags Scheme for funds to help maintain and make improvements to the playing fields. The Clerk to revisit the recent report received from the FA that gave details of improvements needed to the football pitch that would be used as evidence in the funding application.  It was noted that there had been some incidents of anti social behaviour within the play area and surrounding area that had been reported to the Police. The Clerk to obtain an update from the local PCSO**.**  **Best Kept Village**   * Work had commenced in the village with litter picks and general maintenance, led by Peter Lawrence.   **Highways**   * Highways issues on Woodhouse Lane (as reported under Public Open Forum) * Serious flooding on Church Eaton road causing road deterioration (as discussed in detail during the Parish Meeting) and noted by Cllr Mark Winnington.   **Village Hall**   * To celebrate the Queens 90th birthday a quiz night with a Royal/British theme would be held on 11th June. * The Annual General Meeting is being held on 9th May to which all parish councillors were invited. * Work on resurfacing the car park was carried out over the Easter holiday.   **Allimore Green and Dale Common including tenders for grazing**   * Staffordshire Wildlife Trust had cleared ditches and cut Allimore Green but the ground still remains under water. * Dale Common is also still very wet.   **War Memorial Project**   * A third quotation had been received for £2854 +VAT, other quotes, as previously reported were £1495 + VAT and £2400 + VAT. All three quotations would be submitted with the application for a grant. Cllr Grattage was thanked for carrying out the work for this ongoing project. | Clerk  Clerk |
| 8 | **To receive Chairman’s Announcements**  The Chairman reported on the Liaison Meeting with Staffordshire County Council and Staffordshire Parish Councils Association at which the main items of discussion were Devolution, M6 Toll Road and Hydrocarbon. Handouts would be made available for councillors. |  |
| 9 | **To agree any future agenda items**  Agenda items for ht next meeting would include:   * Parish Website * Queen’s birthday celebration event * Increase in National Living Wage | Clerk |
| 10 | **To confirm the date and time of the next meeting**  Monday 23rd May 2016 at 7.30pm. |  |

The meeting closed at 10.33pm

Chairman………………………………………. Date……………………………………..