**HAUGHTON PARISH COUNCIL**

Clerk: Mrs Lisa Horritt

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**Minutes**

Minutes of the meeting held on Monday 27th February 2017 at 7.30 pm at Haughton Village Hall

Prior to the start of the meeting, Councillor Heath presented her apologies in person.

Attendees: Chairman Cllr M Allen Cllr G Anslow Cllr I Forrester
Cllr T Grattage
Cllr I Sunley Cllr D Warbrick Clerk: Lisa Horritt
The meeting was Quorate

**Public Open Forum**No members of the public were present

1. **To receive apologies and record absences**Cllr A Heath – absence was approved due to the ill health of a family member
2. **To receive any Declarations of Interest in the following agenda**Cllr Warbrick declared that he has asked the fencing contractor who is carrying out the works on the playing field to provide him with a quote for repair to his back gate. He is currently storing the new benches for the field in his garage as there is no storage at the playing field.
3. **To receive and confirm the minutes of the meeting held on 23rd February 2017**The minutes were proposed, seconded and approved as a true and accurate record.
4. **To receive any reports from Borough and County Councillors**There were no Borough or County Councillors present.
5. **To consider planning matters, including planning decisions, notifications of appeals and the following applications:**No recent applications for discussion
6. **To discuss Highways, footpaths issues including those requiring reporting**There was a meeting held with Parish Councils, Staffordshire County Council and Staffordshire Parish Councils Association on Thursday 23rd February. The County Council have severe budget pressures and are reducing services – they wish to partner with Parish Councils to see if works can be carried out by Parishes or potentially volunteers within the community.

Grassy Lane – rain water following heavy rain is now very close to over-running the top of the ditch. Clerk has not heard back about a meeting between County and Borough Councils and will continue to chase this. Cllr Warbrick advised that there should be photos on file in relation to historic flooding over the car park and sewerage issues. Clerk to investigate.
Cllr Sunley and Cllr Warbrick have met with the footpaths team – the mud has now been removed and the team will make some suggestions about what could be done with the ditch.

Cllr Warbrick raised an issue with the condition of the footpath in Beech Close heading towards the church. This has been reported to Highways and should be completed in approx. 60 days as it is not a high priority issue.

1. **To discuss uses for the phone box once adopted and actions required – village working party**It was agreed to put information into the next BKV Newsletter about retaining the phone box and to ask if residents have any ideas about its potential use. The possible retention of the electricity supply was discussed – it was agreed to wait for the paperwork before a formal decision is made on this. Until the phone box ownership is transferred and a use decided, it was agreed to classify the phone box as a temporary eyesore for the BKV competition.
2. **To discuss the Garden Fete 2017, suggested dates and actions required**Deferred until the next meeting. Clerk to contact Bradley, Gnosall and Church Eaton to ask about potential clashes.
3. **To discuss matters of finance including:**
4. **Accounts for approval**The list of payments is attached to these minutes.The accounts were approved for payment.

It was also agreed by the Council to give 2 x £75 for prizes for a poster and poetry competition in relation to the BKV.

Purchase of flowers for planting for the BKV competition was discussed, Councillors authorised purchase up to £500 for this prior to the next meeting. Cllr Warbrick is currently seeking sponsorship for 2017.

1. **Financial statements**The financial statement for the month was accepted.
2. **Dale Common Tender**This is due on 23rd March. It was agreed to distribute notices to tender which will then be discussed at the next meeting with the agreement commencing on 1st April 2017. Clerk to add to the noticeboard and website.
3. **To confirm permission for the Personnel Committee to arrange and carry out the Clerk’s appraisal following completion of her probationary period.**

This was confirmed, the outcome will be discussed at the March meeting.

1. **To receive the Clerk’s report including correspondence**The report had been previously circulated and included:
* Speaker for the Annual Parish Meeting – it was agreed to ask the Head of Haughton School to attend to give a short presentation and take questions. £50 will be donated to a charity of the speakers’ choice. If the Head is unavailable, then the Chief Executive from Stafford and Rural Homes will be invited.
* Defibrillator pads – replacement sets are required as the current ones are about to expire. Cllr Sunley has obtained a quote from WEL Medical for £92.30 plus VAT. This was approved.
* Dog glove purchase – it was agreed to purchase 10 boxes and this reduced unit costs and produced a saving on shipping. Clerk to organise.
1. **To receive reports from Councillors on:**
2. **General Maintenance**
No update required
3. **Park and football pitch**Fencing works will commence in March and will take approx. 7-10 days. Cllr Warbrick reported graffiti on the STW box near the park, Clerk to report.
4. **BKV**
Cllr Warbrick requested sponsor letters be printed by the Clerk and passed to him. These should be as previous template. Clerk to arrange.
Cllr Anslow informed the meeting that there is a new section which includes wildlife friendly areas – there has been some criticism that BKV can be too tidy and this can affect wildlife habitats. This is being done in conjunction with Staffordshire Wildlife Trust.
5. **Village Hall**
The 60th Anniversary event was enjoyed by all those who attended. It was resolved to send a letter of thanks to the Village Hall Committee.
Heater in the copier room – feedback has been that the paper is much better. Council to continue to monitor the electric cost.

1. **War Memorial Project**

The gravel around the Memorial has now been installed. This has attracted many positive comments. Cllr Grattage will provide further details about registering but advised that this would be a positive step. It was resolved that this was acceptable in principle pending more information.

1. **To receive Chairman’s Announcements**

The Chairman updated the Council that the next Staffordshire Parish Councils Executive Committee will be held on Monday 6th March.

1. **To request any future agenda items**Clerk requested these 10 days before the next meeting. To include: Village working party.
2. **To confirm the date of the next meeting:** 27th March 2017. The location of the meeting on 26th July was discussed, Church is available 7.30 and village Hall from 8pm. Clerk to check with Village Hall if Zumba is off during summer holidays.
3. **Meeting Close**The meeting closed at 10.10pm