

HAUGHTON PARISH COUNCIL

CLERK: Mrs. S. Atkins

www.haughtonpc-staffs.org.uk

Email.clerk@haughtonpc-staffs.org.uk

MINUTES.

Minutes of the meeting held on Monday, 25th June, 2018 at 7.00 p.m. at Haughton Village Hall.

Attendees: Chairman Cllr. M. Allen. Cllr. G. Anslow. Cllr T. Grattage. Cllr. I. Sunley
Cllr. S. Taylor. Cllr. D. Warbrick. Clerk: Susan Atkins.
In Attendance Borough Councillor R. Sutherland.

Public. None in attendance

Public Open Forum

No issues were raised.

1. Apologies and record absences. .

Cllr. I. Forrester sent his apologies due to illness. This was accepted by the Council.

2. Declarations of interest in the following agenda.

None given.

3. Confirmation of the minutes of the meeting held on Wednesday, 30th May, 2018.

The minutes were proposed, seconded and approved as a true and accurate record.

4. Reports from Borough and County Councillors and PCSO.

Borough Cllr. R. Sutherland was present from 7.10 p.m. onwards. Borough Cllr. S. Leighton sent his apologies.

County Councillor M. Winnington was not present and no apologies had been received.

PCSO not present.

5. Planning matters, including planning decisions, notifications of appeals.

Reported that planning decisions, and notifications of appeals were not being received by Clerk as a matter of course.

Councillor R. Sutherland would speak to the Manager of the Planning Department to facilitate an official response to any decisions and appeals by the Borough Council.

6. Highways, footpaths issues including those requiring reporting.

a). **Highways.** Reported that two top dressings on A518 through Haughton had been completed. It was also reported that the man hole covers had not been raised in preparation for the top dressings and that the grids were now lower than the new surface.

b), Grassy Lane.

Reported that a quote of £200 had been accepted for work in Grassy Lane. Additional costs of £140 to facilitate this work had also been accepted.

Reported that there would be a preliminary tidying up of Grassy Lane prior to this work commencing On Wednesday, 27th June, 2018 at 10.30.

7. a) Accounts for approval.

Description	Net	VAT	Gross
Salaries and expenses	607.72	9.71	617.43
JWH Grass Cutting of Football Pitch – May.			200.00
JWH Grass Cutting – Haughton - May			534.00
Repair of Parish Notice Board			40.00
Village \hall Hire – 17 th and 30 th May.			46.00
HMRC			57.60
Stationery Expenses (Petty Cash)	6.73	1.35	8.08

Best Kept Village Account

BKV Committee – Planters and Plants	32.99		32.99
BKV Committee – Compost (Petty Cash)	5.00	1.00	6.00

Resolved to approve these payments.

b). To receive financial statements.

Resolved that the financial statements for the month be accepted.

8. Clerk's report.

The clerk distributed notes covering

Nominations for the Community Awards Schem.

Correspondence received from the Community Council of Staffordshire stating that a merger between the CCS and Support Staffordshire was not in the best interests of the CCS and other options for the deployments of its activities will be investigated prior to its closure on 21st August.

Correspondence received of an impending weekend closure of the M6 Junction 13 and 15 at some time in the future.

9. To receive report from Councillors on park and football pitch.

a) To consider the annual inspection of the playing field.

Resolved to accept the Rospa Safety UK quote for the annual inspection of the playing field at a cost of £66.50.

b) To consider the removal of the stone waste bin on the children's play area.

Resolved to remove the non-standard waste bin from the playing field.

10. To receive report on proposed “Fun Day”.

Reported that a completed booking form and insurance certificate indemnifying Borough and Parish Council had been received for the “fun day” on 22nd July, Clerk to receive a copy of Risk Assessment and Bar Licence as they become available. Clerk to notify organiser that the “no dogs” on playing field should be advertised prior to the event.

11. To consider contract issues and letting arrangements for football pitch.

Clerk to standardise terms and conditions of letting arrangements documentation for the playing field and football pitch.

12. To receive report on Stafford Rangers Juniors Letting arrangement.

Resolved to accept £500 from Stafford Rangers Juniors for hire of the football pitch for 2018/2019 with preferential, but not sole, use of the pitch. Delegated to clerk the administration of lease of football pitch to other interested parties.

13. To receive reports from Councillors on

a) Dale Common/Allimore Green.

Report has been received from Staffordshire Wildlife Trust covering the 2017/2018 management activities at Allimore Green Common. This report included management of grazing, alder sapling and rush control, alder coppicing, non-native water fern in the pond and general monitoring.

Resolved to inform SWT of the fact that the ditches need clearing at this site and to arrange a walk across the site for interested parties.

b) Village Hall.

Reported that the “Great Get Together” event raised £1,000.15 with this going to the Village Hall.

The quiz night fund-raiser will also be advertised soon.

c) BKV

Reported that the turn out for litter picking has been good.

14. To discuss restoration of the telephone box.

Reported that uses for telephone box are being sought via the forthcoming Parish Newsletter.

Reported that the telephone box was not currently insured at replacement value.

Resolved to value the telephone box at £3,000 for insurance purposes at an additional cost of £14.45.

15. To receive a progress report on the review of Standing Orders, Financial Regulation, Risk Assessment, Payroll Procedure, Complaints Procedure, Document Retention Policy, Freedom of Information.

Reported that these were a work in progress.

16. To consider a Parish Newsletter.

Resolved to accept the draft copy of the Parish Newsletter as submitted. Council expressed their satisfaction with draft.

17. To consider the reported increased of dog excrement in public areas.

Cllr Sutherland would arrange for larger penalty warning posters for dog fouling to be sent to Clerk and for the Officer of the Borough to contact Clerk to confirm a visit to the area.

18. To consider the disposal of the out of use Brother printer.

Resolved to donate the out of use printer to a local charity.

19. To consider an application for a grant for silhouettes representing those lost in the 1st World War.

Resolved to apply for a grant by 30th June based on an event to be held on 10th November, 2018.

Post Meeting Note: The Village Hall is not available on the 10th November so an alternative date of 3rd November has been booked for this event.

Borough Councillor R. Sutherland was thanked for his attendance and contributions.

20. To approve minutes of the extraordinary meeting held on 17th May, 2018.

The minutes were proposed, seconded and approved as a true and accurate record.

21. To seek Council's approval to convene Personnel Committee to review Clerk.

Resolved to convene the Personnel Committee to review Clerk.

22. To receive Chairman's Announcements.

Clerk is on holiday for two weeks from Friday, 29th June, until Friday, 13th July.

Cllr Sunley to receive comments and queries about Council's accounts whilst clerk is on holiday.

23. Correspondence.

Staffordshire Playing Fields.

24. To request any future agenda items.

To consider the view of hiring two portaloos for the use of visitors during the Haughton Lights.

25. To confirm the date of the next meeting Monday, 23rd July, 2018 at 7.00 p.m. at Haughton Village Hall.

26. Meeting closed at 9.00 p.m.