

HAUGHTON PARISH COUNCIL

CLERK: Mrs. S. Atkins

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MINUTES.

Minutes of the meeting held on Monday, 24th September, 2018 at 7.00 p.m. at Haughton Village Hall.

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

1. Apologies and record absences.

None required.

2. Declarations of interest in the following agenda.

Councillor D. Warbrick declared an interest in item 12.

3. Confirmation of the minutes of the meeting held on 23rd July, 2018 at 7.00 p.m.

Resolved that the Minutes be accepted as a true record.

4. Reports from Borough and County Councillors and PCSO.

Borough Councillor R. Sutherland

Cllr. R. Sutherland reported that a parishioner had reported problems with heavy goods vehicles using Station Road in particular with regard to the fact that there is a weight restriction on the bridge but there is no sign to this effect.

Cllr. R. Sutherland confirmed that he may be able to assist with a contact name for members of the armed forces who could be invited to "Haughton Remembers".

Cllr. S. Leighton and Cllr. M. Winnington sent their apologies.

PCSO not present.

With Council's permission the meeting was suspended to allow members of the public to speak.

Public Open Forum.

Members of the public raised issues concerning dog fouling and roaming dogs in Watery Lane, overhanging trees in Watery Lane and heavy goods traffic through Bradley to Penkridge using Bradley Lane.

Cllr. R. Sutherland agreed to look into these issues and liaise with the local County Councillor where appropriate. It was agreed that Clerk would be kept informed of any developments.

Cllr. R. Sutherland left the meeting.

At this stage the meeting was reconvened.

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

Planning Application 18/29260/HOU at Shaw's Cottage, Church Eaton Road, Haughton.
Resolved that there was no objection to this application.

Reported that Planning Application 18/29012/Hou – Willowdene, Rectory Lane, Haughton,
had been rejected by the Borough Council.

6. Highways, footpaths issues including those requiring reporting.

- a) **Highways.** Reported that a sign had been placed on a tree located in Haughton Cemetery. It was noted that after 12 weeks this sign should be removed.

Cllr. M. Winnington has informed Parish Council that although the County Council might in principle approve a footway link between Villa Farm and the bus stop in Haughton that at present finance budgets are stretched and there are a considerable number of competing priorities. The County Council will record this request, however, for future consideration through the Divisional Highway Program process.

- b) **Footpaths.** Reported that the board on which the footpath map on Millenium Way Car Park had rotted and the map had subsequently fallen off.

Resolved to replace the board and clerk would have the authority to oversee and reimburse the cost of a new board.

- c) **Grassy Lane**

Reported that following a meeting on 23rd September with the manager overseeing the work that this would start on 25th September and subsequent days thereafter until completion.

Reported that a portaloo would not be required.

7. a) Accounts for Approval.

| DESCRIPTION | NET | VAT | GROSS |
|---|--------|------|--------|
| Salaries and Expenses | 396.34 | | 396.34 |
| Haughton PCC | 500.00 | | 500.00 |
| JWH | 387.00 | | 387.00 |
| Petty Cash Top Up (1x2nd Class Book of Stamps and Envelopes | 7.79 | 0.17 | 7.96 |
| BKV | | | |
| Autumn Plants | 70.00 | | 70.00 |

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:-

The audit of litter bins, benches and notice boards within Haughton.

An invitation to the Parish Forum on Thursday, 27th September, 2018 at 7.00 p.m.

An invitation to the Collaboration Meeting to be held on Thursday, 25th October, 2018 at 7.00 p.m. at Bishops Offley.

9. To receive report from Councillors on

a). Park

Reported that the dead branches had now been removed from the tree in the park.

Reported that the Rospa inspection had been received and that recommendations for the basketball post and trip points would be addressed by Playing Field Warden.

At time of installation of the basket swing current regulations had been met and the recommendations from Rospa were based on new regulations and therefore there were no retrospective recommendations for this item.

Football Pitch.

Resolved that Stafford Rangers Football Club could permanently mark the lines of the football pitch provided that materials used were eco-friendly.

10. To receive reports from Councillors on

a) Dale Common/Allimore Green.

Reported that there had been no communication regarding a Wildlife Walk from Staffordshire Wildlife Trust around Allimore Green.

Reported that Dale Common was looking wet.

b) Village Hall

Reported that the Village Hall Committee approved the request for an extra key to the back door leading to the Parish Council small office which would be held by a local Parish Councillor.

Clerk to liaise with Village Hall regarding completing a key form and the arrangement of keys.

Reported that there will be a Quiz to be held on Saturday, 29th September, 2018 starting at 7.00 at a cost of £5 per person.

There will also be a fundraiser for completion of the side car park on 10th November in the form of a Barn Dance at a cost of £6 per person and people are invited to bring their own drinks.

Resolved to hire the Village Hall at a cost of £46 under Section 137 of the Local Government Act 1972 for defibrillator training.

c) Best Kept Village Competition and Results.

Reported that Haughton came second against the County winners with the only criticism being the condition of one of the graves in the Churchyard.

Reported that two beds had been taken out and regrassed as they had become too dry for flowers during the summer.

11. To consider a spending budget for the Coffee Morning for "Haughton Remembers" to mark the end of the First World War.

Resolved to agree a budget of £150 for all expenses incurred by this event.

12. To confirm Haughton Parish Council's nominative representative Cllr. D. Warbrick and Mr. P. Rowley to continue for a further 4 years from 6th October, 2018 as Trustees of Haughton Parish Charity.

Resolved to confirm Cllr. D. Warbrick and Mr. P. Rowley as Haughton Parish Council's nominative representatives for 4 years from 6th October, 2018 as Trustees of Haughton Parish Charity.

13. To consider to upgrade the warranty on the Parish Council's computer at a cost of £95-98 for 6 months.

Resolved not to upgrade this warranty on the Parish Council's computer.

14. To ratify the updated Standing Orders and Financial Regulations.

Resolved to defer this item until the next Agenda.

15. To formally reassess Risk Assessment Policy.

Reported that this was in progress.

16. To consider the policy for "Cookies" relating to the Parish Council Website and GDPR

Resolved to remove Google Maps, the internet link to the Village Website and the loss of analytical data to make us fully compliant with GDPR regulations at a cost of £50.

17. To receive the results of the Parish Survey regarding the use of S106 monies. .

Resolved to set up a working party to consider the survey results and report to the next meeting.

18. To consider the replanting of trees previously removed and the planting of one extra tree situated on Moathouse Drive Green.

Resolved to inform Highways Department that we will replace three trees which had previously been removed from this site.

Resolved to confirm that replacement trees will all be of a "restricted height".

19. To consider the application to Village Hall Committee for a further key to enable access to the photocopier room in the Village Hall to be held by a local Parish Councillor as an emergency.

Resolved that Cllr. T. Grattage would be the initial key-holder.

20. To consider the purchase of 13 cases of dog disposable gloves at cost of £20.40 per case.

Resolved to purchase 13 cases of dog disposable gloves at £20.40 per case.

21. Following from the meeting of the Personnel Committee there is a recommendation for Clerk to move to grade SPC23 and to increase hours to 8 per week and Contract of Employment to be amended according.

Resolved to accept the recommendation.

22. To receive Chairman's Announcements.

Resolved that Cllr M. Allen would be the Council's SPCA Representative.

Reported that Chairman was unable to attend the Remembrance Day Service and Parade in Stafford due to attending the local service and offered the option to other Councillors to attend. This was declined and the Mayor's Office will be notified to this effect.

23. Correspondence.

None

24 To receive any future agenda items.

Quotes for Haughton Grass Cutting.

25. To confirm the date of the next meeting Monday, 22nd October, 2018 at 7.00 pm at Haughton Village Hall.

26. Meeting Closed at 9.26 pm.

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