**HAUGHTON PARISH COUNCIL**

Clerk: Mrs Lisa Horritt

www.haughtonpc-staffs.org.uk Email: Clerk@haughtonpc-staffs.org.uk

**DRAFT Minutes**

Minutes of the meeting held on Wednesday 26th July 2017 at 8.00 pm at Haughton Village Hall

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

Public: Mr Reg Matthews

**Public Open Forum**  
Questions were raised as follows:

It was requested whether the Parish Meeting would have a speaker from the recycling team at Stafford Borough Council to inform residents about recycling correctly and provide information about the process and how successful it is.

Cllr Allen formally opened the meeting and congratulated the Clerk on obtaining her CiLCA (certificate in Local Council Administration) qualification. It was noted that this means the Council have a “qualified Clerk” and this allows them to adopt the General Power of Competence and apply for quality council status among other things if they so wish.

1. **Apologies and record absences**

Cllr I Forrester – reason for absence – invitation to the Welsh Show. This was accepted by the Council

1. **Declarations of Interest in the following agenda**  
   None required.
2. **Confirmation of the minutes of the meeting held on 26th June 2017**The minutes were proposed, seconded and approved as a true and accurate record.
3. **Reports from Borough and County Councillors**  
   None present.
4. **Planning matters, including planning decisions, notifications of appeals and the following applications:**

17/26258/FUL – School House, Haughton – application refused by Stafford Borough Council Planning Department.

1. **Highways, footpaths issues including those requiring reporting**

Issues were reported about parking by the exit of Church Eaton Road – Clerk to write to the manager of the property as discussed at the last meeting.

The path in Beech Close was reported again – this is becoming an issue due to elderly residents possibly injuring themselves – Clerk to raise with Simon Griffiths (SCC).

Ash Drive – it was reported there are some issues with visability – is was suggested this may be daisies and they will die down fairly soon.

Dog Fouling – this is becoming an issue along the main road and on Grassy Lane. It was agreed to include this in the Parish Magazine to urge residents to be aware and clear up after their pets.

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Footpaths: following a site visit on Grassy Lane a draft working plan is being developed. This considers what needs cutting and when. Autumn is likely to be the time to carry out these works and either a shedder or support from Streetscene may be required.  
The brook is now higher in the middle following the accident resulting in a car ending up in the ditch. Footpaths do not appear interested. Clerk to contact Mark Winnington.

Community paths – Strimmer bid. Cllr Sunley has followed this up, the strimmer should be approved along with a course on safe usage. The Council are required to provide a list of footpaths they will undertake to upkeep and may need to sign to agree to this. It was agreed to put this on the agenda for discussion at the next meeting.

The Clerk had forwarded out information about a weedkilling course which is being funded by European money resulting in a small cost of £50 to attend. The Council may wish to consider this due to BKV.

1. **Parish Council casual vacancy and recommendation from personnel committee**2 applicants were interviewed on Monday 24th July and assessed using the standard questions and scorecards agreed at the last meeting.  
   Candidate 1 was recommended by the personnel committee following this process: Mr Stuart Taylor. This was unanimously accepted by the Council.
2. **Section 106 potential projects and consultation with members of the public**

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1. **To discuss matters of finance including:**
2. Accounts for approval including BKV Costs  
   All items on the payment report were agreed for payment. It was also agreed that £140 would be reimbursed from the BKV account for prizes for the large and small garden and best hanging baskets. It was previously understood that these had been paid by the garden guild. However, this had been donated by a resident who wished to remain anonymous.
3. Financial statements  
   The financial statement for the month was accepted. Councillors confirmed that there was adequate funds available in the bank to cover the payments. The Clerk confirmed this was the case.

The Clerk also confirmed that the Annual Audit had been received back from Grant Thornton with no issues. She will send a copy to members.

1. To discuss and agree playing field inspection contractor and cost  
   The Clerk had obtained 2 quotes following the discussion last month – it was agreed to use John Hicks at a cost of £75 plus VAT.
2. **Clerk’s report including correspondence**The report had been previously circulated and included:

Information about the Road Safety Grant Fund providing £200k of funding over the next 2 years.

1. **Reports from Councillors on:**
2. **General Maintenance**  
   No further updates
3. **Park and football pitch**  
   It was reported that the gates are being left open to the fenced area. It was agreed to obtain a cost for some signs – the gates should be closed to prevent dogs from entering and reduce dog mess.  
   Following the use of the field for a charity event last week it was agreed to consider standard terms and conditions for hire of the field. The event was very successful and the field was left clean and tidy. The organisers may wish to run another event next year.   
   Councillors have received many positive comments about the pitch following the works to improve it.
4. **BKV**  
   The results are due in the next few weeks. A new co-ordinator is being sought for 2018.

25/2017

1. **Dale Common/Allimore Green update**  
   No further updates.
2. **Village Hall**  
   No further updates.
3. **War Memorial Project**

Cllrs Anslow and Grattage are researching the history to submit as part of the listing.

1. **Chairman’s Announcements**

The Chairman updated the Council about the collaboration meeting on Thursday and progress of the County Council Website for small amenity tasks.

1. **To devolve powers to the Clerk until the next Parish Council meeting and confirm the scope of powers**It was agreed to devolve powers for the day to day running of the Council to the Clerk. In the event she feels she cannot make a decision alone, she may refer to any Councillors or call an additional meeting.
2. **To request any future agenda items**Clerk requested these 10 days before the next meeting.
3. **To confirm the date of the next meeting:** Monday September 25th at 7.30pm at the Village Hall.
4. **Meeting Close**The meeting closed at 10.07pm

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