

# HAUGHTON PARISH COUNCIL

CLERK: Mrs. S. Atkins

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## MINUTES.

Minutes of the meeting held on Monday, 22<sup>nd</sup> October, 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.

**Public:** No members of the public were present.

**1. Apologies and record absences.**

Councillor Forrester sent his apologies.

**2. Declarations of interest in the following agenda.**

None declared.

**3. Confirmation of the minutes of the meeting held on 24<sup>th</sup> September, 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 dog mess bins at each end of Watery Lane, enforcement signs and problems of loose dogs in Watery would be referred to the person in charge at Stafford Borough Council.

Cllr. M. Winnington reported whilst Watery Lane “was not perfect it does look better than it did in the past” and he has asked parishioners concerned to keep him informed.

Cllr. S. Leighton and Cllr. R. Sutherland sent their apologies.

PCSO not present.

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

None to report.

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

a) **Highways.**

Reported that the red tarmac which indicates entry into a 30 mph zone is no longer in use by the County Council and it would not be cost effective for the Parish to provide for additional/replacement red tarmac where the A518 has been retarmacked at the Gnosall end of the village.

b) **Footpaths.**

Reported that Finger Posts were in extremely poor condition in Haughton.

Cllr. S. Taylor will report back at the next meeting which Finger Posts need repair.

Resolved to enquire as to whether Staffordshire County Council would provide the materials for repair of finger posts which need attention.

**c) Grassy Lane**

Reported that two thirds of the clearing of Grassy Lane had taken place and that logs and branches taken out had been chipped and removed. Strimming had also taken place along the lane which had not been requested by the Parish Council.

Resolved to query Stafford Borough Council's invoice and ask for a breakdown of the £100 charge.

**7. a) Accounts for Approval.**

DESCRIPTION	NET	VAT	GROSS
Salaries and Expenses	572.24	16.60	588.84
Petty Cash Top Up	36.60	5.13	41.73
JWH Grass Cutting - Haughton	584.00		584.00
JWH Grass Cutting – Football Pitch	320.00		320.00
JRB – Dog Glove Bags	310.20	62.04	372.24
Stafford Borough Council	100.00	20.00	120.00

Resolved to ask for clarification of the invoice submitted by Stafford Borough Council.

BKV

Autumn Plants and Barrels	124.80		124.80
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Resolved to approve these payments with the exception of the last item for Stafford Borough Council.

**b) To receive financial statements.**

Resolved that the financial statements for the month be accepted.

Resolved to update the spending budget for Autumn planting to the amount of £262.75 to account for an overspend of £12.75.

Resolved that Clerk would query the non-payment of £100 being rent due from Staffordshire Wildlife Trust for Allimore Green.

**8. To discuss and agree items for the 2019/2020 budget.**

The following items were put forward for the 2019/2020 budget.

- a). Telephone Kiosk.
- b). Seat/bench situated on the A518 close to bus stop.
- c). Finger post repairs.
- d). Planting for a hedge bordering the playing field alongside Grassy Lane.
- e). Fencing for playing field.
- f). Election expenses.
- g). Playing field matting.

## **9. Clerk's report.**

The clerk distributed notes covering:-

The Parish Forum Meeting including websites and e-mails regarding the forthcoming elections.  
The transfer of the legal ownership of the telephone kiosk to Parish Council.

Resolved to agree Clerk's job description and sign the revised Contract of Employment.

## **10. To receive report from Councillors on**

### **a). Park**

Resolved to ask Park Warden to copy Cllrs. T. Grattage and S. Taylor the Park Report directly and to request that the report is received one week before the meeting and it relates to that time frame.

Resolved to ask Park Warden whether the breakage of the fence palings on the park is due to vandalism or wood rot.

Clerk to clarify whether the fence palings are under partial warranty.

### **b). Football Pitch.**

Reported that Stafford Rangers Football Club have now permanently marked the lines of the football pitch.

## **11. To receive reports from Councillors on**

### **a) Dale Common/Allimore Green.**

None given

### **b) Village Hall**

Reported that there will be a Barn Dance on 10<sup>TH</sup> November at a cost of £6 per person and people are invited to bring their own drinks. A Christmas Café will also be open on Friday, 21<sup>st</sup> December, 2018.

### **c) Best Kept Village Competition.**

Reported that two beds had now been grassed over and that two tubs had been bought to hold flowers to replace the removed beds.

Reported that nothing as yet had been heard from the new organisers of the BKV.

## **12. To receive an update on the Coffee Morning for "Haughton Remembers" to mark the end of the First World War.**

Reported that Deputy Lord Lieutenant and his wife would be attending. In addition Sir William Cash, Borough Councillor R. Sutherland, County Councillor M. Winnington and members of the Armed Forces together with the Royal British Legion and SSAFA would also be present.

Reported that photographs had been received and scanned and would appear on the presentation.

Reported that permission for the use of photographs of invited dignitaries would be sought before the event and a general notice to members of the public would be placed in the Village Hall. Before photographs were taken the photographer would always ask for permission.

£10 will be used to purchase flowers to present to the wife of the Deputy Lieutenant.

Reported that two volunteers had been recruited to ensure visitors who may be unfamiliar with their surroundings were made to feel comfortable.

Cllr. G. Anslow was thanked for all her efforts in organising this event.

**13. To consider a contribution to the Royal British Legion of £50 for a wreath to be placed on the War Memorial.**

Resolved to make a contribution to the Royal British Legion of £50 in payment for the Parish Council's wreath to be placed on the War Memorial.

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

Resolved to ratify the updated Standing Orders and Financial Regulations.

**15. To consider the replanting of trees previously removed on Moathouse Drive Green.**

Resolved that following the Clerk's correspondence with Highways Department and that no objection had been raised by Staffordshire County Council, the replanting of the trees could proceed.

Clerk to ascertain what types and height growth the replanted trees would be prior to planting.

**16. To consider a transfer of £1,500 to Stafford Railway Building Society for upgrading of matting on park.**

Resolved to transfer £1,500 to Stafford Railway Building Society for upgrading of matting on park to now make a total of £4,500 set aside for this purpose.

**17. To consider the specification and acquiring quotes for grass cutting for Haughton for the next 3 years.**

Resolved to obtain three quotes as per the existing specifications with the addition of cutting the hedge by the telephone box twice a year on request.

**18. To consider agenda items to be raised the Collaboration Group Meeting.**

Reported that due for consideration would be a "gully emptying" scheme for Parish Councils, a discussion of the way forward for financial support from Staffordshire County Council for some of the additional activities taken on by Parish Councils and a planning system demonstration by Staffordshire Borough Council to be held at Gnosall at a date to be confirmed.

**19. To receive Chairman's Announcements.**

Reported that the Task and Finish Group of Staffordshire County Council and Staffordshire Parish Council Partnership would meet on 5<sup>th</sup> November at 1.00 pm – Staffordshire Place 1.

**20. Correspondence.**

None

**21 To receive any future agenda items.**

To decide on the future of the silhouettes.

Budget and Precept setting.

**22. To confirm the date of the next meeting Monday, 26th November, 2018 at 7.00 pm at Haughton Village Hall.**

Apologies for this meeting were given by Cllr. G.I. Sunley.

**23. Meeting Closed at 9.03 pm.**

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