

# HAUGHTON PARISH COUNCIL

CLERK: Mrs. S. Atkins.

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## MINUTES.

**Minutes of the meeting held on Monday, 25<sup>th</sup> March, 2019 at 7.00 p.m. at Haughton Village Hall.**

**Attendees: Chairman Cllr. M. Allen. Cllr. G. Anslow. Cllr. T. Grattage. Cllr. I Sunley,**

**Cllr. D. Warbrick.**

**Clerk: Susan Atkins.**

**Public: Four.**

### **Public Open Forum.**

The question of the proposed removal of trees on the A518 following a recent fatality was raised by parishioners. It was felt that the County Council had not explored all potential ways of safeguarding drivers by other methods than cutting down the oak trees, for example lowering the speed limit, putting in chevrons, rumble strips and changing the camber of the road.

Councillor M. Winnington replied that no-one wanted to cut down these trees unless there was a good reason, but with regard to another previous fatal accident the trees been mentioned in an earlier Coroner's Report. We were assured that nothing would be done until summer when the Coroner's Report on the recent fatality would be issued. In the meantime the trees would be assessed for any disease and Highways would reassess the road.

1. To receive apologies and accept and record any reasons for absences.  
Cllr. S. Taylor and Cllr. I. Forrester sent their apologies.
2. To receive any Declarations of interest in the following agenda.  
None Declared.
3. To receive and confirm the minutes of the meetings held on 25<sup>th</sup> February, 2019.  
Resolved that the minutes be accepted as a true record.
4. To receive any reports from Borough, County Councillors and PCSO.  
County Councillor M. Winnington reported that Council Tax Bills were now being issued and the increase was due to trying to make up a 37 million shortfall in the Council budget. It was also reported that the County Council were selling a number of the County Farms. These would be offered for purchase to existing tenants. It was confirmed that the Council will still keep a farm service.  
£5 million had been allocated to repair pot holes and a further £20,000 had been made available for Highway Improvements. Cllr. Winnington was asking Parish Councils for any areas in their parishes which were particularly problematic and these would be looked at alongside requests from other Parish Councils.

5. To consider planning matters, including planning decisions, notifications of appeals.  
None to report.

6. To discuss Highways, footpaths issues including those requiring reporting

a). Highways

i. To receive a report on the meeting held on 4<sup>th</sup> March to air concerns regarding accidents on the A 518.  
See Public Open Forum for report.

b). Footpaths

Reported that a previous session to clean the ditch at Grassy Lane had been cancelled due to bad weather. Another date to carry out this work would be forthcoming.

Reported that as yet an Invoice for the work carried out on Grassy Lane had not been received.

Resolved to look at a finger post situated on the pavement of the A518 to ascertain whether this was a hazard to pedestrians. It was noted that this had been reported to the Highways Department.

7. To consider matters of finance including

a). Accounts for approval

DESCRIPTION	NET	VAT	GROSS
Salaries and Expenses.	542.03		542.03
Petty Cash Top-Up	6.67	1.33	8.00
Haughton Village Hall	71.00		71.00
Mole Control	130.00		130.00
SPCA	286.00		286.00
Parish Council Websites	130.00		130.00
HMRC	15.00		15.00
SPCA	20.00		20.00

Resolved to approve these payments.

b). To receive financial statements

Resolved that the financial statements for the month be accepted and to sign off the Accounts for Approval.

- 8 To receive the Clerk's report.  
Clerk distributed notes covering:  
Audit  
Elections  
Collaboration Group Meeting.

Reported that Insurers had asked us to review our existing policy and to make any necessary changes for the coming year. This had been received at short notice and we had a week to reply.

Resolved to inform Came that we were responsible for a zip wire and a "half-pipe" piece of skateboard equipment. To add £500 onto the policy to cover the cost of a strimmer we had acquired. To query whether we could insure the playing field surface against damage to a cost of £10,000.

9. To receive report from Councillors on:

a). Park

A request had been received from our Park Warden as to whether we could have "Please Close the Gate" signs attached to the gates on the park as they are repeatedly left open. The alternative would be to remove the springs and just have notices reminding park users to close the gates.

Resolved that Clerk would gain Health and Safety advice as to whether the springs could be tightened to ensure that the gates would close without causing a health and safety issue.

Reported that a quote had just been received from Sovereign for the replacement of the play matting on the park. Clerk to circulate the quote to all Parish Councillors for their perusal.

i. Tree on Woodland Area of park which may require attention.

Resolved as a temporary measure to put signs up warning of the danger of tree roots whilst giving Parish Councillors time to look at the tree in question.

ii. Hedge planting.

This has now been completed.

b). Football Pitch  
Nothing to report.

10. To receive reports from Councillors on
- a). Dale Common/Allimore Green.
    - i) To consider tenders for the rental of Dale Common for one year.  
Resolved to accept the one tender that had been received for the rental of Dale Common for one year.
  - b). Village Hall  
Nothing to report.
  - c). Best Kept Village.
    - i. To agree or not that BKV be a separate organisation to the Parish Council.  
Resolved to delay a decision at this time as to whether or not the BKV be a separate organisation to the parish Council.
    - ii. To consider a transfer of monies from Haughton Parish Council BKV Account to an independent account based on the decision above.  
Resolved not to transfer monies from Haughton Parish Council BKV Account to an independent account at this time.
11. To consider a Grant Making Policy.
- Resolved to adopt a Grant Making Policy which details that any Grant or donation of £2,000 or over requires a statement of need, a reason for monies requested and 3 years sets of accounts. From £100 to £1,999 a statement of need, a reason for monies requested and 1 year's set of accounts is required. From £51 to £99 a statement of need and reasons for monies requested is required, however no accounts will be necessary and for £50 and under no statement of need, reason for monies requested or any accounts are not required. This will be displayed on the Parish Council Website.
12. To consider a reply to a written request from Village Hall Committee to confirm the reason for the declining of a grant to Village Hall.
- Resolved to reply to the Village Hall Committee that that we cannot confirm the reason for the declining of a grant to the Village Hall because the Parish Council do not have an answer to that question.
13. To consider a transfer of £1,500 to Stafford Railway Building Society Account for upgrading of matting on park.
- Resolved to transfer £1,500 to Stafford Railway Building Society Account for upgrading of matting on park which now makes a total of £6,000 put aside for this purpose.
14. To consider a transfer of monies left over from the budget to be placed in General Reserves.
- Resolved to transfer £2,000 of monies left over from the budget to be placed in General Reserves.

15. To consider publicity regarding the recent defibrillator training.  
Reported that publicity would be through Village Voice and Stafford Newsletter.
16. To consider the purchase of copies of Walk 1 and Walk 2 around Haughton to be copied at a cost of £150 per thousand with a thousand to be printed of Walk 1 and a thousand of Walk 2 making a total of £300.  
Resolved to defer this item until the next meeting.
17. To receive a report on the Collaboration Meeting held on 28<sup>th</sup> February, 2019.  
Resolved to allow Councillor I. Sunley to approach service providers to ask if they would like to be part of a database of specialists used by local Parish Councils which could then be accessed by Clerks when looking for someone to carry out work and obtain quotes.
18. To review the Parish Plan which currently appears on the Parish Council Website.  
Resolved to remove the Parish Plan which currently appears on the Parish Council Website while review is in progress. .  
It is noted that Chair objected.
19. To consider whether to support a campaign run by Rural Services Network for the Government to develop a Rural Strategy.  
Resolved to support a campaign run by Rural Services Network for the Government to develop a Rural Strategy.

**To exclude members of the press and public from item 20 below, whilst confidential information is discussed.**

20. To seek Council's approval to convene Personnel Committee to review Clerk.  
Resolved to convene Personnel Committee to review Clerk
21. To receive Chairman's Announcements.  
Chairman reminded Council not to discuss items of council business in a public place.  
Councillors were reminded that Nominations start on Wednesday, 27<sup>th</sup> March at 9.00 a.m. for elections.
22. Correspondence  
Village Hall Letter.
23. To receive any future agenda items.  
Review of Enforcement Officer.
24. To confirm the date of the next meeting on 24<sup>th</sup> April, 2019 at 8.00 p.m. at Haughton Village Hall.
25. Meeting Close.  
Meeting closed at 10.15 p.m.