

HAUGHTON PARISH COUNCIL

Clerk: Mrs. Susan Atkins

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

MINUTES.

Minutes of the meeting held on Friday, 31st May, 2019 at 7.00 p.m at
Haughton Village Hall.

Attendees: Chairman Cllr. M. Allen. Cllr. G. Anslow. Cllr. I. Sunley.
Cllr. S. Taylor. Cllr. D. Warbrick. Clerk: S. Atkins.

Public: No members of the public were present.

Public Open Forum

No issues were raised.

1. To elect a Vice-Chairman.
Cllr. D. Warbrick was proposed, seconded and elected as Vice Chairman.
2. To complete Disclosable Pecuniary Interest Forms
All Disclosable Pecuniary Interest Forms were completed by Councillors.
3. To receive apologies and accept and record any reasons for absences.
None required.
4. To elect representatives to other bodies.
Village Hall Representative – Cllr. G. Anslow
SPCA Representative – Cllr. M. Allen
5. To appoint Members to existing Committees.
Local Parish Collaboration Group. – Cllr. M. Allen, Cllr. I. Sunley and Clerk.
Personnel Committee – Cllr. M. Allen, Cllr. G. Anslow and Cllr. D. Warbrick.
Finance Support Group – Cllr. I. Sunley and Cllr. S. Taylor.
Footpath Working Group – Cllr. I. Sunley plus support from other Councillors.
Procedures Review Working Group. – Cllr. M. Allen, Cllr. G. Anslow and Cllr. I Sunley.
Dale Common – Clerk.
Alliemore Green – Cllr. M Allen.
6. To receive any Declarations of interest in the following agenda
None received.

7. To receive and confirm the minutes of the meetings held on 24th April, 1st and 15th May, 2019.
The minutes were proposed, seconded and approved as a true and accurate record after the following revisions to 24th April:- SSFA to read SSAFA and the addition that information would be sought as to availability of funding for leaflets from Highways Department.
8. To receive any reports from Borough, County Councillors and PCSO.
Apologies were received from Borough Councillor, R. Sutherland. Councillor Sutherland has asked that if any Borough Council issues arise during the meeting that the Parish Council notify either Mark Winnington or himself and it will be dealt with accordingly.
9. To consider planning matters, including planning decisions, notifications of appeals.
None received.
10. To discuss Highways, footpaths issues including those requiring reporting
 - a). Highways
Reported that following an inspection by the Tree Officer from Highways approval had given for the following work to be carried out.
Cherry tree on the corner of Prince Avenue and Rectory Lane – remove large limb back to stem and reduce additional branches by 1m that are over the front footpath and flower bed.
A518 – Norway Maple (purple) reduce lower portion of crown back so it is in line with grass kerb.
A518 – English Oak – reduce lower portion of crown back so it is in line with grass kerb.
A518 – Horse Chestnut – 1 m reduction over flowerbed.
However Highways would not be able to carry this work out in the near future.
Resolved to ask for a quote for this work from a suitably qualified tree surgeon.

Reported that the A518 close to the 30mph limit exiting Houghton towards Stafford was deteriorating with bumps and holes worsening.
Resolved that Clerk would report this to the Highways Department.
 - b). Footpaths
Reported that increased dog excrement was appearing in Station Road.
Resolved that clerk would report the matter to the Enforcement Officer.

Reported that a parishioner had been informed, when reporting a case of fly-tipping on the Greenway car park to the local Council, that this was the responsibility of the Parish Council for the area.

Resolved to inform both County and Borough Councillors that any applications to the Parish Council on fly-tipping will be passed back to the Borough Council.

Reported that Grassy lane needed some attention as nettles were now covering part of the footpath.

Resolved for a working party to strim the nettles and widen the footpath at a date to be decided.

Reported that the hedge next to the phone box on the A518 needed cutting back.

Resolved that clerk would contact the contractor to request a speedy resolution.

11. To consider matters of finance including

a). Accounts for approval

DESCRIPTION	NET	VAT	GROSS
Salaries and Expenses.	666.41		666.41
CCC Finance - Sovereign	6,543.91	1,308.78	7,852.69
Auditor's Remuneration.	190.20	38.04	228.24
Came	848.63		848.63
Ricoh	252.85	50.57	303.42
JWH	774.00		774.00
Stafford Borough Council	163.33	32.67	196.00
CCC Finance – Sovereign (Deposit)	1,635.98	327.20	1 963.18
Transfer of £6.000 from Stafford Railway Building Society to Lloyds Current account to cover cost of refurbishment of play matting.			

Resolved to approve these payments.

b). To receive financial statements.

Resolved that the financial statements for the month be accepted.

12. Audit.

a). To consider Annual Governance Statement Section 1 2018/2019.

Annual Governance Statement Section 1 2018/2019 was approved and signed.

b). To consider Annual Governance Statement – Section 2 2018/2019.

Annual Governance Statement – Section 2 2018/19 was approved and signed.

- c). To agree the timing for the 30 day time scale for inspection of the accounts by the public.
Resolved that the proposed date should start on 10th June, 2019 and finish on 19th July, 2019.
13. To receive the Clerk's report.
Nothing to report.
14. To receive report from Councillors on:
- a). Park
- Following the completion of the new play matting two pallets were left on the park.
Resolved to inform parishioner interested in using these pallets that they could now be removed.
- Reported that there is some concern regarding the proximity of the Rotator – Spinning Dish on the park to a concrete fencing post.
Resolved to ask for quotes to move this item further away from the concrete post
Resolved, as a temporary measure, to clad the post.
- Reported that signs warning of a trip hazard at the far end of the park were still in place.
Resolved to investigate the feasibility of digging out the tree roots. Cllr. S. Taylor to investigate.
- b). Football Pitch
Reported the pitch was in good order.
15. To receive reports from Councillors on
- a). Village Hall
Reported that the AGM for the Village Hall had been well attended.
The "Great Get Together" would take place on 1st June between 2.00 p.m. and 4.00 p.m. with a Classic Car Display and various stalls.
16. To consider the outcome of the nomination process and council's actions to be undertaken as a result.
It was reported that at the present time there had been no response to advertising in both the Parish Magazine and on Notice Boards for the two vacancies on the Parish Council. It was confirmed that the deadline date was Friday, 14th June and there was still time for applications to arrive.
Resolved to approach informally any possible interested parties with a regard to filling these vacancies.

17. To consider the purchase and installation of signs to notify the position of defibrillators in Haughton.
Reported that the cost of the signs which appear under the Gnosall sign cost £180.00 for 2 signs. It was stressed that this was just a guideline figure and that the supplier of the signs would need to come and give a formal quote.
Resolved to obtain more quotes for the above signs.
18. To consider the removal of BKV Assets from Haughton Parish Council Asset Register and the handover of said items to the BKV Committee.
Resolved to formally hand-over all BKV Assets to the BKV Committee and remove said assets from Haughton Parish Council Asset Register.
19. To consider the removal, refurbishment and relocation of the iron planter in Royds Close.
Resolved to remove, refurbish and relocate the iron planter in Royds Close. Clerk to facilitate this action at a cost of no more than £100.
20. 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 purchase leaflets detailing Walk 1 and Walk 2 at a total cost of £300.
21. To receive Chairman's Announcements.
Chairman commented that although we need two more Council members that we must not underplay the commitment required of a Parish Councillor
22. Correspondence
None received.
23. To receive any future agenda items.
Rental of new photocopier.
S106 monies
24. To confirm the date of the next meeting on Monday, 24th June at 7.00 p.m. at Haughton Village Hall.
25. Meeting Close.
Meeting closed at 9.05 pm