

## HAUGHTON PARISH COUNCIL

Clerk: Mrs. Susan Atkins.

[www.haughtonpc-staffs.org.uk](http://www.haughtonpc-staffs.org.uk)

Email: [Clerk@haughtonpc-staffs.org.uk](mailto:Clerk@haughtonpc-staffs.org.uk)

### MINUTES

**Minutes of the meeting held on Monday, 23<sup>rd</sup> September, 2019 at 7.00 pm at Haughton Village Hall.**

**Attendees: Chairman Cllr. M. Allen. Cllr. G. Anslow. Cllr. A. Hopper  
Cllr. P. Prokopa. Cllr I. Sunley. Cllr. S. Taylor. Clerk S. Atkins.**

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

**Public Open Forum**

**No issues were raised.**

1. To receive apologies and accept and record any reasons for absences.  
Apologies were received from Cllr. D. Warbrick.  
Members of the Parish Council expressed their best wishes to Mrs. Warbrick for a speedy recovery.
2. To receive any Declarations of interest in the following agenda.  
None received.
3. To receive and confirm the minutes of the meetings held on Monday, 22<sup>nd</sup> July, 2019.  
Resolved that the minutes be accepted as a true record with the correction of the date of the minutes being amended to Monday, 22<sup>nd</sup> July, 2019.
4. To receive any reports from Borough, County Councillors and PCSO.  
Cllr. M. Winnington arrived at 7.35 and the meeting was suspended so that Cllr. Winnington could deliver his report.  
It was reported that both County and Borough Councils had signed up to the climate change policy.

Pothole repairs had been completed and it was reported that the Council were now "on top of" the situation.

Several concerns had been raised about the vegetation along the Greenway which made some areas impassable and he has been asked to investigate this problem.

Cllr. Winnington said that he was hoping to put a scheme together to deal with the problem of the three oak trees on the A518 which had been a factor in a recent fatal accident.

5. To consider planning matters, including planning decisions, notifications of appeals.

App. 19/31067/HOU – Leasowes Farm, Newport Road, Haughton.

Clerk reported that concerns had been raised with reference to “massing” and proximity to another property.

In line with applications recently received, it was agreed that the planning regulations with regard to any extension having to be within the existing footprint seem to have been eased by the Planning Department and this would be queried at the Parish Forum.

6. To consider matters of finance including

- a). Accounts for approval

DESCRIPTION	NET	VAT	GROSS
Salaries and Expenses.	627.19	2.33	629.52
Village Hall	23.00		23.00
JWH – Pitch and Park	240.00		240.00
JWH - Haughton	534.00		534.00
Safety Padding GB Ltd.	245.00	49.00	294.00
Ricoh	212.82	42.56	255.38
HMRC	60.60		60.60
St. Giles PCC	500.00		500.00
ROSPA	86.00	17.20	103.20

Resolved to approve these payments.

- b). To receive financial statements.

Clerk reported that £1,700 had had to be transferred from Stafford Railway Building Society to Lloyds Bank to cover September payments.

It was also reported that the second payment of the Precept would be received in October.

7. To receive the Clerk’s report.  
Nothing to report.

8. To discuss Highways, footpath issues including those requiring reporting.
- a). Highways
- i. To consider the increased use of the Levedale Road through Bradley and on to Penkidge from heavy goods vehicles. It was reported that despite County Council view that there was no evidence of an increase in the number of vehicles using this road, data did not appear to support this assertion. Arrival of Councillor Mark Winnington who was asked to comment on this highway problem. It was reported that whilst it was in the County Plan for HGV's to be directed to use A roads and motorways Planning Law gives a right for HGVs to use other roads and as this is a semi-judicial ruling, the only way to affect the issue is by a change in the law. It was also reported that it was a concern of the County Council to keep rural businesses operating and that there should be an awareness of the impact on local communities if HGV transport had to be restricted. He did, however, confirm that he understood the problems and he was aware that HGV firms had told their drivers not to use country lanes as a short cut from the A518 to the A449. Councillor M. Winnington left the meeting at 8.00 p.m.
- ii. To consider a meeting to be held with the Community Highway Engagement Officer regarding highways in and around Haughton. Resolved to arrange a meeting with the Community Highways Engagement Officer to discuss highways issues in and around Haughton.

Reported that flooding was occurring in Station Road. The flood which appears on the other side of White Cross is due to a collapsed drain and Highways will not repair this until there is outflow from the field to the stream which would require drainage to be put in place by the landowner.

There are also some floods in Station Road which are due to "grips" being blocked.

Maintenance of these have been delegated to Parish Council and any flooding should be reported to the Clerk and then the grips cleaned out by any workers wearing high viz clothing.

- b). Footpaths.  
To consider cutting of hedge in Grassy Lane.  
Resolved not to cut the hedge in Grassy Lane at this time.

Following the clearance of nettles from Grassy Lane it was resolved that the Footpath Group would meet, inspect the site and report back to Parish Council at the next meeting.

9. To receive report from Councillors on:

- a). Park  
Rospa report had been received and actions were being considered.

Reported that children had been seen climbing on the fencing instead of using the gates. This is probably what is causing the number of broken paling panels we are experiencing.

It was also reported that gates are continually being left open which allows access to dogs.

Reported that 2 dog faeces were found on the children's play area. CCTV to identify the owners of the dogs who are fouling the play area can be put up by the Borough Council. Clerk reported that in the opinion of the Enforcement Officer it would require someone to be fined for allowing their dog to defecate on the park without being cleaned up, for others to take note.

Issues would be raised with GDPR if CCTV cameras were installed by the Parish Council.

Cladding to the three concrete posts would be fitted as soon as possible following receipt of strapping to attach the cladding to the fence.

- b). Football Pitch  
Reported that the football pitch had been marked out in the same manner as last year.

Park Warden also reported that beading around the window of the bus shelter by Prince Avenue had become rotten.

Resolved that this would be inspected, and a repair made if required.

10. To consider the purchase and installation of signs to notify the position of Defibrillators in Haughton.  
Resolved to defer this item until next meeting as Clerk is awaiting further information.
11. To consider a quote of £250 for the painting of the external metalwork of the Telephone Box  
Resolved to accept the quote of £250 for the painting of the external metalwork of the Telephone Box.
12. To consider S106 monies.  
Resolved to enquire of church authorities whether they would be willing to sell a piece of land they own at the side of playing field for potential use of allotments, dog walking field etc and if so, at what price.
13. To consider two extra grass cuts to Haughton to be carried out in September and October..  
Resolved to have two extra grass cuts to Haughton in September and October.
14. To consider a VE Day memorial event in 2020.  
Cllr. G. Anslow reported that the weekend of the 8<sup>th</sup> to 10<sup>th</sup> May has been designated as a memorial event for VE day with the Bank Holiday, Monday, 4<sup>th</sup> May, being moved to Friday, 8<sup>th</sup> May. It is anticipated that there will be events such as street parties etc.  
Resolved to book the village hall for the whole day on Saturday, 9<sup>th</sup> May for an event yet to be decided.
15. To consider Civic Amenity Visits and potential dates for 2020.  
Clerk reported that prices for 2020 had yet to be decided but would be available in the near future.  
Resolved to ask for the dates of 18<sup>th</sup> April and 19<sup>th</sup> September for Civic Amenity Visits.  
Reported that a Civic Amenity visit will be taking place on Saturday, 28<sup>th</sup> September and that a review of how many parishioners used this facility would be considered before finally committing to the visits next year.
16. To review Standing Orders, Financial Regulations and Risk Assessment.  
Reported that the Standards group had reviewed Standing Orders and Financial Regulations and a draft version was now available with any changes made in blue. Parish Councillors were advised to read through them so they could be considered, discussed and ratified at the next Parish Council Meeting

17. To agree dates for Parish Council Meetings in 2020.  
These being:- 27<sup>th</sup> January, 24<sup>th</sup> February, 23<sup>rd</sup> March, 27<sup>th</sup> April, 27<sup>th</sup> May (Wednesday at 8.00 pm) , 22<sup>nd</sup> June, 27<sup>th</sup> July, 28<sup>th</sup> September, 26<sup>th</sup> October and 23<sup>rd</sup> November, 2020.  
There is an availability with the Village Hall for the Parish Meeting to take place on Monday, 30<sup>th</sup> March, 2020.  
Resolved to agree the dates for the Parish Council Meetings in 2020.
- Resolved to contact Booking Clerk at Village Hall to check the availability for a Monday evening to hold the Parish Meeting as this must take place in April and therefore 30<sup>th</sup> March cannot be used.
18. To consider future support for St. Giles Church.  
Resolved to pay the second half of the grant which is used towards paying for cutting grass in the churchyard.
19. To consider a donation to the British Legion for a wreath to be placed on the War Memorial on behalf of the Parish Council.  
Resolved to make a donation of £50 to the British Legion in respect of a wreath to be placed on the War Memorial on behalf of the Parish Council.
20. To consider either upgrading the Parish Plan or investigate producing a Neighbourhood Plan.  
Resolved that Councillor G. Anslow would review the 2009 Parish Plan detailing what had been achieved in the past 10 years with a decision made at the next meeting as to whether any outstanding proposals could be taken forward or the requirement for any further actions, such as a new questionnaire, to take place.
21. To discuss 2019/2020 Budget and projects/spends required.  
Resolved that Parish Councillors would consider ideas for projects to include in a draft budget and ultimately the precept for next meeting.
22. To consider the purchase of a year's supply of "Dog Glove Dispenser Refill Waste Bags".  
Resolved to purchase a year's supply of "Dog Glove Dispenser Refill Waste Bags".

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

23. To consider the review of Park Warden.
- i. To review new Contract of Employment for Park Warden.  
Resolved, with one minor addition, to accept the new version of the Contract of Employment and Job Description for the current holder only. This would need to be reviewed in more detail for a future employee.
24. To consider the review of Clerk.  
Reported that in the review of the Clerk, S. Atkins commented that she is struggling to complete the Council work in 8 hours per week. In addition she felt that the Agendas were becoming too long due to projects not moving at a fast enough pace to then be removed from the Agenda before new ones are brought forward.  
Resolved that Clerk would keep a diary which would detail how much time is spent on each area of her job to ascertain if any tasks could be completed by either Councillors or outside agencies.
25. To receive Chairman's Announcements.  
Chairman reported that together with Clerk they would be attending the Parish Forum on Thursday, 25<sup>th</sup> September when questions would be raised regarding fly-tipping and planning.
- Parish Councillors were also reminded that that nominations were due in at the end of the month for the SPCA representative.
26. Correspondence.  
Clerk reported that correspondence had been received informing both Haughton and Gnosall Parish Councils of a number of concerned Derrington parishioners representation to Sir Bill Cash regarding the vegetation along the Greenway.  
Cllr. A. Hopper felt that she would like to be of help to this group and asked to pass her name on to those concerned.
27. To receive any future agenda items.  
Chairman reminded Parish Councillors that any further agenda items should reach Clerk within the next fortnight.
28. To confirm the date of the next meeting on Monday, 28<sup>th</sup> October, 2019, at 7.00 p.m. at Haughton Village Hall.
29. Meeting Close.  
Meeting Closed at 10.35 pm.