

## **HAUGHTON PARISH COUNCIL**

**Clerk: Suzanne Potts**

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### **MINUTES.**

Minutes of the meeting held Monday 27<sup>th</sup> June, 2022, at 7.00p.m at Haughton Village Hall.

Attendees: Cllr. M. Allen. Cllr. G. Anslow. Cllr. P. Prokopa. Cllr. I. Sunley. Cllr. S.Taylor.  
Clerk to the Parish Council - S. Potts. County Cllr. M. Winnington joined the meeting at 7.45pm. PCSO Patrick Wright joined the meeting to deliver his report.

Public: A member of the public was present for the first part of the meeting. Public Open Forum – No issues were raised.

**1. To receive apologies and accept and record any reasons for absences.** Cllr. Woodcock tendered an apology and was unable to attend due to work commitments.

**2. To receive declarations of interest from members regarding items on the agenda.**  
None received.

**3. To receive and confirm the minutes of the meetings held on Monday 23<sup>rd</sup> May 2022.**  
The minutes of the meeting were accepted as a true and accurate record. Cllr. Anslow requested that members of committees and working groups appear in alphabetical order on the website.

**4. To receive reports from Borough, County Councillors, Clerk, SPCA and PCSO.** Clerk's report contained details of meetings which had taken place since 23<sup>rd</sup> May and confirmed two Community Speed Watch training sessions had taken place. PCSO Patrick Wright told the meeting that during the last month there had been one reported incident of anti-social behaviour and one traffic incident. He has put a sign up at the Jim Jarvis playing field regarding the use of illegal substances. Cllr. M. Winnington told the meeting that he was pleased to see the Community Speed Watch initiative up and running in Haughton and Gnosall and that he had also attended the training. He thanked Andy White for the work he had done to get the Haughton sign replaced on Station Road. He told the meeting he had received a complaint about the use of weed killer in Brazenhill Lane and said it appeared that a broad leaf weed killer had been used and this was not a practice to be encouraged due to the impact on flora and fauna. He asked the council to consider at some point in the future the frequency of grass mowing and whether some areas could be considered as wild areas. Cllr. Prokopa asked Cllr. Winnington if he could look into the water flowing into Dale Lane by the railway bridge. Cllr. Allen proposed a commendation for clerk for the work carried out for the Jubilee Picnic, this was agreed. The Chairman thanked the rest of the working group including two councillors for their part in the event. Cllr. Allen delivered the SPCA report and told the meeting that the current officer, Andrew McCrae is to retire and will be succeeded by Lisa Horritt on 1<sup>st</sup> August.

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

Reference 22/35932/TWT - The Rectory, Haughton. No comments or objections.  
Reference 22/36066/OHL - Watery Lane, Haughton. No comments or objections.

**6. Finance** a). The following expenditure was approved for payment.

DESCRIPTION	NET	VAT	GROSS
Salaries and Expenses	992.07	5.45	997.52
Haughton Village Hall	43.00		43.00
JR Landscaping	431.25	86.25	517.50
SLCC Renewal	134.00		134.00
Mr Print it	60.00		60.00
Toplis Associates Ltd	180.35	36.07	216.42
<i>*Get composting.com (O.No 3585547) – 7 bins</i>	116.66	23.33	139.99
<i>*Fresh &amp; Local – Jubilee supplies</i>	62.57	7.32	69.89
<b>TOTALS</b>	<b>£2,019.90</b>	<b>£158.42</b>	<b>£2,178.32</b>

\*Payments made using HPC debit card between 1<sup>st</sup> June and 21<sup>st</sup> June 2022

- b) financial reports were received and account signatories for Lloyds / SRBS / meetings were confirmed. Lloyds: Cllrs Anslow, Prokopa and Sunley. Meeting signatories: Cllrs Allen and Prokopa. SRBS: Cllrs Allen and Sunley. It was agreed for Cllr. Prokopa to be added as a signatory to SRBS account.
- c) Audit – Page 4 of the Annual Governance and Accountability Return along with the supplementary report from the Internal Auditor was received.
- d) Annual Governance Statement 2021/2022 was approved and signed.
- e) Accounting Statements 2021/2022 were approved and signed.
- f) the inspection period for the exercise of public rights in relation to accounts for year ending 31 March 2022 as 29<sup>th</sup> June -9<sup>th</sup> August 2022 was approved.

**7. To discuss highways, public rights of way issues including those requiring reporting.**

- a) Highways – hanging branch in tree on A518 has been reported again, Staffordshire County Council have removed a dead branch from a tree at Brook End.
- b) Public Rights of Way - work at Dale Common and Red Lion farm is now complete. Further improvements can also be seen in Dale Lane and Brazenhill Lane. A meeting had taken place with PROW officer Paul Rochfort to look at improving access to footpath 5. A budget of £450 was agreed for the

works, an application to the Community Paths Initiative for joint funding will be made. Funding for such works will be agreed on a footpath by footpath basis.

**8. To receive report from Councillors/Clerk on:**

- a) Park. Cllr. Taylor delivered the park warden's report. A repair has been made to the park gate. In future the report will be circulated to all councillors prior to the meeting.
- b) Football Pitch –agreed to send letter to Ian Curran, SBC re lease / ownership.

**9. Councillor vacancy.** Closing date for applications is 27<sup>th</sup> June. Discussed in closed session. Interviews will take place with the candidates prior to the next council meeting.

**10. Projects.** 52 bins have been ordered by residents through the compost bin initiative of which 40 have been delivered. It was agreed to extend the project to a further 12 bins, totalling 64. Jubilee picnic – council received a report on the activities.

**11. S106 monies as a result of Redfern Rise development.** An update from meeting held on 16<sup>th</sup> June 2022 with representative of SBC was received. Information on what the monies can be spent on is awaited from John Martin, SBC. It was suggested that prices should be sought for play equipment and benches and that the PTA from St.Giles school could be asked to assist with the choosing of an item of play equipment.

**12. Communications –** Council received a report from Communications sub group meeting held on 11<sup>th</sup> May. No changes were agreed to information displayed on the website or with regard to hard copy documentation provided to councillors.

**13. Staffing.** Clerk's hours were discussed in closed session. It was agreed to convene a meeting of the Personnel Committee to review clerk's hours. Council approved Clerk and Cllr.Taylor to carry out a six month review with Park warden.

**14. To review the start time of Parish Council meetings.** Deferred to next meeting.

**15. Correspondence / communications received.** Haughton Parish Charity had enquired as to whether the Parish Council would like to receive a copy of their accounts annually. The Council agreed to accept this offer.

**16. Clerk requested agenda items for the next meeting to be emailed to her two weeks prior to the meeting date.** Cllr. Anslow requested that designated quiet lanes be put on the next agenda.

**17. Date and time of next meeting confirmed as 7pm Monday 25<sup>th</sup> July 2022.**

**18. Meeting closed at 9.00pm.**