

## **HAUGHTON PARISH COUNCIL**

**Clerks: Suzanne Potts and Debbie Sellick-Fellows**

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### **MINUTES**

Minutes of the meeting held Monday 24<sup>th</sup> October, 2022 at 7.00p.m at Haughton Village Hall.

**Attendees:** Cllr. I Sunley – Chairman (Chair), Mrs. S Potts – Former Clerk, Mrs. D Sellick-Fellows (DSF) – New Clerk, Vice Chairman - Cllr. P Prokopa (PP), Cllr. M Allen (MA), Cllr. G Anslow (GA), Cllr. S Taylor (ST), Cllr. M Burgess, Cllr. J Woodcock (JW), Staffordshire County Cllr. M Winnington (MW), PCSO Rebecca Moores, David Hutt, Peter Rowley attended in part to deliver their reports.

**1. To receive apologies and accept and record any reasons for absences**

Apologies from Borough Councillor R Sutherland accepted.

**2. To receive declarations of interest from members regarding items on the agenda.**

None received.

**3. To receive and confirm minutes of meeting held on Monday 26<sup>th</sup> September, 2022.**

The minutes of the September meeting were accepted as a true and accurate record.

**4. To confirm appointment of new Clerk and RFO – Debbie Sellick-Fellows.**

New Clerk, Debbie was welcomed by the council and all agreed her appointment. Councillors demonstrated their appreciation to resigning Clerk, Suzanne for her hard work and commitment during her tenure.

**5. To receive accounts from Haughton Charity Group – D. Hutt and P. Rowley.**

David Hutt explained to council the Charity's financial situation regarding legacies and donations and Peter Rowley explained how monies were used in the Parish of Haughton. During 'Covid 19' Pandemic, no activity was recorded as they were not active. Villagers' awareness to be raised via The Bugle and the Charity is looking into an event to generate income. HPC was asked to act with discretion and to raise awareness.

**AP DSF**

**6. To receive reports from Borough, County Councillors, Clerk, SPCA and PCSO.**

Rebecca Moores – PCSO explained that Haughton village was quiet with very little crime. However, villagers should be vigilant due to suspicious activity and burglaries recently committed in surrounding areas. With regards to the Community Speed Watch program that is currently in place she was keen to offer her support and requested that she was informed.

**AP DSF**

There were also incidents of drink drivers or disqualified drivers but with Christmas approaching, to be extra aware and report via email to: [Rebecca.Moores@staffordshire.police.uk](mailto:Rebecca.Moores@staffordshire.police.uk)

County Cllr. Mark Winnington reported that Dave Greenaway was working on The Greenway. Vehicles parked dangerously on pavements were to be reported to Police, however, legislation is patchy. He mentioned a Road Safety Fund for HS2 was available.

Discussions continued regarding A518 Hanchurch branch, flashy lights, Gateway Project (new houses around new road) and 40 mph maximum and 20 mph near schools. Cllr. Ian Sunley to investigate an expression of interest for Haughton Parish Council. **AP Chair**

Borough Council update for 2 Meadow Drive: refused due to size not in-keeping with the area. No Clerks' report this month.

SPCA report from Cllr. M Allen confirmed the precept/banding for Parish Council with additional 5% in 2023 equated to £231.00. NALC is set at 2023/24 AGM.

Clerk to document figures on SPCA annual membership. **AP DSF**

Proposal for a motion to go to SPCA AGM to be set for 4<sup>th</sup> November, 2022. **AP Chair**

Cllr. S Taylor advised that the cleaning and repairing of 30mph repeater signs was not successful.

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

With reference to 22/36118/LDCPP – The Villa, Newport Road, Clerk (Potts) reported there were no objections or comments to report.

Cllr. M Allen raised concern for Jolt Lane regarding breach of development boundary and PINS (Planning Inspectorate for England) appeal, there was no indication of the outcome. He thanked County Cllr. M Winnington for his help in rural area projects such as cycle racks and community speed watch and highlighted the need for affordable housing for local people, creating organic growth and increasing economic activity. Swynnerton Training facility (Meecebrook) in Eccleshall, Stone was discussed regarding chemical waste.

Cllr. I Sunley awaiting authorisation for the control of the playing fields under Haughton Parish Council. Clerk (Potts) reported that Ian Curran will check legalities and report in six weeks to two months' time. **AP DSF**

## **8. To consider matters of finance including:**

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

DESCRIPTION	NET	VAT	GROSS
Salaries and Expenses	£781.51		£781.51
Haughton Village Hall	£23.00		£23.00
JR Landscaping	£431.25	£86.25	£517.50
Haughton PCC Grant – Grounds maintenance	£500.00		£500.00
TOTALS	£1,735.76	£86.25	£1,822.01

Phil Michie's help regarding hedge trimming and brook clearing was very much appreciated. With regards to overtime it was agreed that Clerk can approve of small amounts up to £100.00.

**b)** Financial reports were received and accepted.

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

a) Highways including grass cutting: Cllr. M Allen reported that Station Road was closed for one hour whilst two potholes were repaired but a third pothole (Steps Gardens) was missed as this was not on the work schedule list. Therefore, a pothole report for Steps Gardens to be competed. **AP DSF**

Cllr. S Taylor raised concerns regarding the grass cutting contractors' schedule and invoicing itemisation. Clerk to analyse/investigate. **AP DSF**

Cllr. P Prokopa noted that Dale Lane (by railway bridge) flood works have caused new floods by Dale Cottage near the Common. However, it appears to be outside of HPC boundary. **AP MW**  
No reported flooding in Long Lane, Derrington.

b) Public Rights of Way: Kissing gates on footpath number 5 for pedestrians requires a further two supply quotes and an additional three installation quotes. **AP DSF**

Following Grant approval HPC are to subsidy an extra £500.00 and this is to be reviewed in the budget. **AP Chair**

Cllr. P Prokopa walked Footpath 47 with land owner, also Laburnums and Brazenhill Lane.

Mr. D Atkins questioned the graphic representation and the rights of way access relating to the Ordnance Survey Map. Cllr. P Prokopa to speak with Mr. D Atkins and gain clarity. **AP PP**

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

a) Park: Cllr. S Taylor queried doggie bag stock verses usage. **AP ST**

It was reported that bushes near the telephone box were cut and tidy but concerns raised on the length of time that they were unkempt. Following a meeting with the safety audit at the playing field, no action was required. Boards have arrived for the Zip Wire and require action. **AP ST**

b) Football Pitch: In good condition following dry season/drought.

**11. Dale Common – to receive final agreement from Staffordshire Wildlife Trust for the creation of ponds and floodplain meadow-type grassland.**

Cllr. I Sunley reported that £1K PA would be received to manage the project but not all monies have been received as certain criteria needs to be met. Grazing of farm animals is to continue but concerns on finer details were raised. However, Mr. Brian Parker does not foresee any issues.

Cllr. S Taylor raised questions on the compensation provider for the Wildlife Report, this was confirmed as HPC.

Cllr. M Allen to check with SPCA lawyers and report at November meeting. **AP MA**

Clerk to inquire with other Parish Councils involved in Wildlife Trust Projects regarding their approach to the legal content of the document. **AP DSF**

**12. Grant applications/projects update – thermal imaging camera and composter initiative.**

Grant has been approved for thermal imaging camera and Cllr. S Taylor highlighted the need for a demonstration of its use. It was decided that a team should be set up for clarification. **AP Chair**

With regards to composting bins, all agreed that a further two bins should be ordered for the outstanding villagers on the waiting list and Cllr. S Taylor was happy to take delivery. Project now closed until spring 2023. **AP DSF**

**13. To convene a meeting of the Policy Review Working Group to review documentation including draft appraisal procedure.**

Cllr. I Sunley proposed a meeting prior to January 2023 and all were in agreement. **AP Chair**

**14. To receive project suggestions for budget consideration for 2023/2024.**

Cllr. S Taylor requested an update on playing fields equipment. Clerk (Potts) reported that it is understood that Mr. John Martin agreed on funding. However, an application form must be completed ASAP. **AP Chair/DSF**

The Quiet Lanes project is being investigated by County Cllr. M Winnington, who is unsure of costs involved. **AP MW**

Other Green initiatives to follow up are tree planting and Rights of Way. **AP PP**

Cllr. I Sunley reported that there is a potential £1K for election as a budget item in 2023 and that monies need to be put aside for playing fields mats and benches scheme. **AP Chair**

Cllr. S Taylor expressed an interest in a budget reserve for grass cutting should a new contractor be appointed. **AP Chair**

Any further budget proposals should be submitted to Clerk by 14<sup>th</sup> November, 2022, two weeks prior to the next meeting. **AP ALL**

**15. Correspondence/Communications received.**

Clerk (Potts) reported that the tread on the steps to The Greenway are now being dealt with by the County Councils' Countryside warden.

County Cllr. M Winnington advised that Dan from Cannock Chase is newly appointed and may have not been in receipt of all facts.

Cllr. P Prokopa queried website changes and role of Clerk regarding website updates and it was suggested that the HPC website was updated to include 'Frequently asked Questions' and 'How to Report a Pothole'. **AP DSF**

Clerk (Potts) reported a £50.00 contribution/donation to Royal British Legion for Remembrance Appeal and Gnosall Clerk has been tasked with wreath order.

Cllr. I Sunley to lay wreath on Remembrance Sunday, 13<sup>th</sup> November, 2022, at 10:45 am. Clerk to confirm time to County Cllr. M Winnington. **AP DSF**

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

To be submitted to Clerk by 14<sup>th</sup> November, 2022.

**17. The date/time of next meeting was confirmed as 7pm on Monday 28<sup>th</sup> November, 2022.**

Fond farewells were received by Suzanne Potts.

**18. Meeting closed at 21:00 (9pm).**