

HAUGHTON PARISH COUNCIL

Parish Clerk/Responsible Financial Officer: Jonathan Brumwell

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Minutes of the Meeting of Haughton Parish Council held at Haughton Village Hall at 7.00pm on Monday 25th March 2024

Present:

Parish Councillors: Ian Sunley (Chair), Michael Allen, Suzanne Beatty, Mark Burgess, Melvyn Cotterill, Peter Prokopa and Stuart Taylor.

In attendance:

Clerk: Jonathan Brumwell

Borough Councillor J Rose

County Councillor M Winnington

Public Open Forum: No members of the public were present. One member of the public attended the meeting following the end of the public forum.

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

Councillor Prokopa had informed the Chair that he would be delayed in joining the meeting.

2. Declarations of interest

There were no declarations of interest.

3. Minutes of the meeting held on Monday 26th February 2024

The minutes were proposed, seconded and approved as a true and accurate record and were signed by the Chair.

4. Items to be taken with the public excluded

The Chairman proposed that Item 13 should be heard in closed session.

RESOLVED that Item 13 will be heard in closed session with the press and members of the public excluded.

Councillor Prokopa joined the meeting.

5. Reports from Borough and County Councillors, SPCA, PCSO, Chair, and Clerk

Borough – Councillor Rose informed the Council that the Clerk had provided information on the various projects currently in progress to support biodiversity. Issues around flooding were raised.

County – Councillor Winnington informed the Council that the unusual amount of rain was the main cause of the current issues with flooding in Church Eaton and Woodseaves causing problems for residents.

Issues with the Green Way were identified including the steps from Brazenhill Lane. Councillor Winnington identified this as an issue to be dealt with by the officers responsible for the Green Way.

Councillor Winnington informed the Council that filling and levelling at the Station Road car park was being considered.

It was identified that wooden steps and handrails needed replacing. Councillor Winnington said that these had been requested.

Land at railway bridge on Dale Lane – Councillor Winnington expressed his disappointment at the response from both the Borough and the County on this issue.

SPCA – Councillor Allen reported that funding for the Wellbeing Officer had been extended for a further year and the County Council was exploring further similar projects and joint working.

A job description and personnel specification was being drawn up for a new role of County Officer in place of the current Chief Executive role (the Training Officer is currently acting in the CEO role).

The Executive continues to work through the backlog of requests for assistance.

Chair – The Chairman said any issues were covered by items on the agenda.

Village Hall – refresh on hall bookings. All bookings should be made through the Village Hall website – www.hallbookingonline.com/haughton.

Clerk – Enquiries for thermal camera imaging received from outside the parish.

6. Planning

a) Planning Applications for consideration (click on link for details)

[24/38799/HOU](#) Samaru Newport Road - Erection of a two-storey side extension with gable roofs continuing existing plain, erection of single storey rear solar shading structure, new lean to roof above single storey garage and front door to front elevation. Reduction of scheme previously granted permission 16th March 2023 ref: 22/35964/HOU – **no objection**.

7. Financial Report

(a) Expenditure incurred on behalf of the Council under the terms of Financial Regulation 4.1:

RESOLVED that the expenditure incurred under Financial Regulation 4.1 is approved.

(b) Bank reconciliation as at 29th February 2024 was approved by Cllr Taylor.

(c) Payments for approval: To approve online payments and payment of direct debits as detailed below:

DESCRIPTION	NET	VAT	GROSS
J R Landscaping (Invoice 1306)	374.58	74.92	449.50
Town & Parish Council Websites	418.00	0.00	418.00
Village Hall	25.00	0.00	25.00
Salaries and Expenses			761.15
Direct Debit Payments			
<i>EE Mobile</i>	12.67	2.53	15.20

The payments were approved.

(d) Income Received – to note:

Lloyds Bank (Lloyds Reserve – interest March) £ 5.03

(e) Movements to reserves

The Council considered movements from the General Fund to Reserves.

RESOLVED as follows:

£3,500.00 be moved to the Playing Field Ear Mark Reserve (including £1,000.00 for football pitch maintenance and £1,000.00 for previously approved picnic benches);

£2,000.00 be moved to the General Reserve (Stafford Railway Building Society);

£1,000.00 be ear marked for installation of kissing gates on Footpath 18.

8. Highways, public rights of way and related issues including those requiring reporting:

a) Highways including grass cutting: Councillor Taylor notified the Council that this is the final year of the current contract and identified the importance of fully itemised invoices being provided. The contract also includes aeration of the football pitch in March and September, although care would be required in using heavy equipment with the current state of the pitch. The full schedule of works would be monitored to ensure all works are delivered.

Councillor Winnington noted that the parish had been fortunate to have gulleys emptied recently and informed the Council of an embargo on footpath repairs until fibre broadband installation has been completed.

Councillor Allen identified a need for jetting drains from the bus stop on A518 down Prince Avenue. Councillor Winnington asked that this be sent to him as an email request.

b) Public Rights of Way – no new issues identified.

c) Land next to railway bridge at Dale Lane – this had been discussed under Item 5, above.

9. Reports from Councillors

(a) Park – Councillor Taylor reported that there was some evidence of dogs being allowed into the play area and on the football pitch.

(b) Football Pitch – Councillor Taylor reported that pitch is in poor condition and is not marked up.

10. Updates on projects and action points:

FLIRE5-XT thermal Imaging Camera

Several surveys pending.

11. Parish Council Email Addresses

Councillors considered an information leaflet on .gov.uk email addresses circulated by NALC.

RESOLVED to retain existing arrangements for Parish Council email addresses.

12. Police, Fire and Crime Commissioner and County Council Elections

The Council **noted** that elections for the Police, Fire and Crime Commissioner and County Council would be held on Thursday 2nd May 2024.

13. Exclusion of the Press and the Public

In accordance with the resolution of the Council on Item 4, the Chairman proposed:

To resolve that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and the Public be excluded from the meeting.

RESOLVED that the Press and Public from be excluded from the meeting.

14. Salary Review

The Council considered matters relating to staff salaries from 1st April 2024.

RESOLVED to increase the Warden's hourly rate of pay by £1.25 per hour from 1 April 2024.

A proposal from the Clerk that the Clerk should be paid on an 'hours-worked' basis based on timesheets would be considered separately by the Personnel Working Group.

15. Future agenda items

The Council noted that future agenda items should be notified to the Clerk by Monday, 15th April 2024.

16. Date and time of next meeting

The Council confirmed the date and time of the next meeting as Monday, 22nd April 2024 at 7.00pm.

17. Meeting Close

The meeting closed at 8.42pm.

Chair, 12th April 2024