

Minutes of the Denstone Parish Council meeting held on the 5th September 2017

1. **Attendees:** Cllr J Payne (in chair), Cllr B Hinton, Cllr P Robotham, Cllr S Ratcliffe and Cllr K Stratton **Apologies.** Cllr S Smith, Cllr E Edmonds, Cllr R Wright and Borough Councillor C Smith
2. The minutes of the meeting of the 4th July 2017 were approved by all, and were signed by Cllr Payne.
3. There were no declarations of interest declared.
4. Councillor Vacancy – There were two candidates for the vacancy, both candidates gave a brief introduction about themselves to the meeting. They were then asked to step outside whilst a decision was made. A vote was taken and it was agreed that Jess Turner was the successful candidate. Jess was invited to sit with the other councillors. Councillor Payne thanked the other candidate on behalf of the Parish Council.
5. Lengthsman Vacancy – Cllr Hinton informed the meeting that the position had been offered and he was waiting to hear from the candidate.
6. PCSO attending meetings – It was agreed that the clerk would inform the new PCSO Craig Carroll of the dates of our future meeting so that he can attend when he is free.
7. Update on Meeting with Richard Rayson – Cllrs Edmonds, Hinton and Payne met with Richard Rayson and Trevor Mellor from SCC Highways department on the 29th July. They discussed various issues such as traffic calming and the potential changes to Stubwood Hollow. Richard agreed to produce some notes and forward them onto Cllr Payne.
8. Matters Arising/Clerk's report
 - a. Internal Audit sign off – a number of issues were raised by the internal auditor, these have now been rectified and the document was signed off as complete by Cllr Hinton and Cllr Payne. This will now be forwarded to the internal auditor. Clerk to scan copy.
 - b. External Audit Report – The clerk informed the meeting that the external audit report had been received a copy of the form would be sent to all the councillors and put on the website. Two items were raised for our intention (i) In future the internal auditor must tick the not covered box on the form as the Parish Council do not have any petty cash (ii) The notice period for the public to view the accounts was prior to the signing of accounts this should have been the other way around in future.
 - c. 1st quarter check of accounts – The accounts had been checked by Cllr Hinton and Radcliffe and signed off as correct. Accounts now passed to the internal auditor.
 - d. Sun and Soil – The clerk announced that the Parish Council had been awarded £5000 from Sun & Soil towards the project for Stubwood Hollow.
 - e. Miscellaneous Correspondence – The following items were picked up from the SPCA Bulletins

- Unlocking the digital potential in rural areas – Cllr Hinton said that it would be a good idea if as many people completed the survey. It was agreed that the clerk would put the link on the website.
 - Tree Legacy – it was agreed that all councillors would look at this item on the bulletin dated the 17th August and let the clerk know their thoughts.
 - Crowdfunding – Cllr Payne raised this as a possible way to raise money. An item for the next agenda.
 - It was agreed that the clerk would send the SPCA Bulletins on a weekly basis via email from now on.
9. Adjournment for public participation
- a. College Road – It was raised the grass had grown over the pavement and it was now impossible for pedestrians to walk on. This is now becoming extremely dangerous. Clerk to report to SCC.
 - b. Alton Road – a member of the village informed the meeting that the traffic on Alton Road was becoming extremely dangerous, she had spoken to the police regarding this. Cllr Payne asked that she emailed Cllr Atkins and Andrew Griffiths MP and copy in the Parish Clerk.
10. Planning (Permitted & Refused are decisions by ESBC)
- a. P/2017/00804 - Land South of Vinewood Farm College Road Denstone ST14 5TP – Extension given to 7th September – This was discussed and as all the issues that were raised on the last application have now been dealt with it was agreed that there were no objections by the Parish Council.
 - b. P/2017/00767 Single Storey rear extension 3 Frances Street Denstone Permitted
 - c. P/2017/ 00868 Removal of hedgerow Folly Farm Permitted
 - d. P/2017/ 00571 Building of 5 dwellings, Oak Road Denstone Permitted
 - e. P/2017/00050 – Building of up to 2 dwellings College Road Permitted
 - f. P/2017/00764 – Single Storey side extension 9 Greenfields Denstone Permitted
 - g. P/2017/00615 – Siting of “Shepherds Hut” to be used has holiday accommodation Permitted
11. Denstone Show – Cllr Hinton informed the meeting that this year there were 100 more entries than last year. The financial perspective is likely to be similar to last year. The figures will be produced for the October meeting. Councillor Payne told the meeting that more help was needed in putting up and taking down the marquee and tents, rather than this being done by members of the Parish Council, their spouses and friends. The bottom line is that if the Village want the Show to continue more volunteers are needed to help with this and other tasks on the evening before the Show and on Show day itself.
12. Awards for All – Unfortunately the Parish Council’s application was unsuccessful on this occasion. Cllr Payne will speak to Sara Botham for any further advice she can give.
13. Neighbourhood Plan Facebook Page – It was suggested that the name of the Facebook page might now be changed as the Neighbourhood Plan is now

- complete. All Councillors to consider and this will be discussed at the October Meeting.
14. Oak Tree on College Road – Cllr Payne informed the meeting that she had now received the third quote. The quotes received are as follows:
 - a. ArborMasters Ltd – To Fell and grind out the stump - £420.00
 - b. Michael Johnson Tree Surgery – Reduce the tree by 20% - £280
 - c. FritchWood Tree Services – Remove snapped branch and carry out a 30% crown reduction - £250

It was a unanimous decision to go with the quote from FritchWood Tree Services. Clerk to contact the company direct and arrange for the work to be carried out.
 15. 2nd Defibrillator – Training – The clerk informed the meeting that she had contacted West Midlands Ambulance Service but had not yet received a reply. In the meantime, the clerk spoke to Simon Poole and he has asked for dates. It was agreed that it would be 1 Saturday and 1 Sunday in September/ October. Clerk to get back to Simon.
 16. Best Kept Village update – Cllr Payne informed the meeting that Denstone had been Highly Commented in this year’s competition but as yet the report had not been received. This will be discussed at the October meeting.
 17. Community Speed watch – Luci Hadfield was at the meeting and she said that she would contact Michelle Shaker direct. It was agreed that new volunteers were needed. This would involve training. Clerk to create a poster.
 18. Village Hall committee member. Clerk to contact Cllr S Smith and ask if there is a key that the Parish Council can have for the door at the back of the small meeting room. It was also suggested that Councillor Smith provide a short report to the Clerk about the Village Hall meeting if he is unable to attend the Parish Council meeting.
 19. Emergency Plan for village – Cllr Ratcliffe informed the meeting that there was nothing to update at present.
 20. Highway Issues
 - a. Traffic issues & Stubwood sub-committee.
 - b. Potholes & drainage issues in the village – The potholes on Narrow Lane and Oak Road were now becoming legal liabilities as well as extremely dangerous to pedestrians and motorists alike. Clerk to contact SCC again.
 - c. Footpaths – the hedge at the bottom of Narrow Lane is very overgrown. Clerk to report to SCC.
 21. Finance/Payments – The payments were proposed by Cllr Ratcliffe and seconded by Cllr Hinton.

To approve the following payments:

 - a. Webmaster July = £25.00 and August = £25.00 Total = £50.00[LGA 1972 s142 & 144]
 - b. Clerk’s pay for July & August 2017 = £680.34 [LGA 1972 s112]
 - c. Clerks back pay for period April to May inclusive £50.68 [LGA 1972 s112]
 - d. Clerk’s expenses for July & August 2017 =£31.53 (LGA 1972 s111)
 - e. Eon Lighting July & August 2017= £31.53 [Parish Councils Act 1957 s3]
 - f. Lisa Wright cleaning of toilets in Village Hall July =£40.00 August =£23.99

- g. NI Payment to HMRC = £7.04
- h. J Payne – Travel expenses Attendance at Neighbourhood fund meeting at 29.1 miles Burton = £13.10
- i. J Payne – Travel Expenses Attendance at BKV announcement at Eccleshall = £23.49
- j. Len Woodward – 2nd Defibrillator installation - £156+VAT = £187.20
- k. Payment for use of Village Hall for meetings – Denstone Village Hall – 1 January -30 June =£30.00
- l. Copy of ICO. Renewal Information Commissioner=£35.00
- m. Staffordshire Parish Councils Association Good Councillors Guide =£4.75
- n. Payment for Sam Bailey July & August = £180.00
- o. Payment for Village Hall – Hire of Hall Fri & Sat for the show = £120.00
- p. Expenses for Cllr Edmonds – War memorial = £15.50
- q. Play Safety annual review = £79.80
- r. Expenses for Sue Edmonds for the show =£87.93
- s. Hi N Low Exotics for the show = £140.00
- t. Expenses for Cllr Hinton for the show = £70.99
- u. Dot Sneyd – payment for the judge’s lunch at the show = £40.00

Items for Future Agenda

- 1. The Field in the village before the bridge that is up for sale.
1. Dates of next meetings: 3 October, 7 November and 5 December 2017