

## Meeting Minutes of the Parish Council held on Tuesday 21<sup>st</sup> November 2017 at Great Wood Hall at 7.00pm

**Attendees:** Councillors – Cllr P Wilkinson (Chair), Cllr Pearce (Vice Chair), Cllr Hulme, Cllr T Wilkinson, Cllr Stubbs & Cllr Akerman – S Morgan-Owen (Clerk) and a representative from SMDC.

1. **Chairman’s Welcome:**

All in favour of starting the meeting early at 7.00pm.

2. **Apologies Received From:** Cllrs Trigger, Ball, Flunder, McCormack and A Wilkinson.

3. **Declaration of Interest:** In addition to the normal Cllr Pearce in all Planning Applications (item 8) due to being a member of the SMDC Planning Committee.

4. **Minutes of Previous Meeting:** The minutes of the monthly meeting of the council held on 17<sup>th</sup> October 2017 have been circulated. They have been confirmed as an accurate and true record and signed by the chairman.

**Proposed: Cllr A Hulme- Second: Cllr C Pearce – all in favour**

5. **Public Participation (for a maximum of 30 minutes):**

**Gareth Knapper – SMDC Project Officer – Wentlows Play Area**

Refers to post installation inspection done on play equipment by an independent company. One piece of equipment had a potential finger trapping issue which has been resolved. Barrier height issue with another piece. Inspection stated that this is a low risk piece of equipment, and Sutcliffe’s advised that this equipment meets legislation. Gareth will hold part payment to Sutcliffe’s until he has had a second opinion from a RoSPA inspector.

19.51 – G Knapper leaves the meeting.

6. **Matters Arising:**

a) **Recreation Ground Bin** – Councillors in favour of obtaining 2 bins

**Proposed: Cllr P Wilkinson - Second: Cllr S Akerman – all in favour**

b) **High Street Notice Board** – Cllr P Wilkinson will pop in and see Coop.

c) **Quarry Liaison Meeting**– November meeting has been cancelled.

d) **Clerks Printer** – Clerk has managed to resolve the issue for now so a new one will not need to be purchased.

e) **Councillor Dispensation** – The Parish Council acknowledges and approves the reasons for Cllr Triggers apologies until further notice.

f) **Phone Box Adoption Contract** – Signed by Cllr P Wilkinson.

7. **Correspondence:**

Date	From	Subject	Outcome
<b>For Consideration</b>			
a) 29/10/2017	M Pegg	Wentlows Fence / Redhill Drive border	Noted
<b>For Information</b>			
b) 23/10/2017	SPCA	AGM 4 <sup>th</sup> December 2017	Unable to attend
c) 15/11/2017	Matthew Ellis (PCC)	Road Safety Opportunity	Clerk with eml response from Cllr Trigger

**8. Planning Applications:** *All outcomes will be submitted via the SMDC planning portal online (if required).*

<b>Applications For Consideration</b>				
<b>SMDC No</b>	<b>End of Consultation Period</b>	<b>Address</b>	<b>Proposed Application Details</b>	<b>Outcome</b>
a) SMD/2017/0698	06/12/2017	Merravay, 2 Haybridge Close, Lower Tean	Kitchen ext with bedroom, en suite and front porch (awaiting p/work from SMDC).	No Objection
b) SMD/2017/0691	01/12/2017	18 Draycott Rd, Upper Tean	Dropped kerb and new opening in existing wall.	No Objection
c) SMD/2017/0715	13/12/2017	Heath House, Winnothdale	Variation or removal of cond 1. Change of use.	No Objection

d). Checkley Travellers Site – Clerk read out Ben Hurst email (previously emailed to councillors). Councillors would like Mr Hurst knowing that they expect enforcement 6<sup>th</sup> January. Simon Baker and Dai Lerner to be CC'd in. Clerk asked if someone could provide their email addresses as this is not in the public domain.

**9. Financial Matters:**

a. Authorisation of the below was carried out by Cllr Akerman.

<b>Payee</b>	<b>Goods/Services</b>	<b>VAT</b>	<b>Total Amount</b>	<b>Cheque no</b>
TalkTalk Business	GWH Phone and Landline (Nov 17)	£5.79	£34.74	Direct Debit
TalkTalk Business	GWH Phone and Landline (Dec 17)	£6.09	£36.53	Direct Debit
UR Media	Lights Switch On Leaflets	-	£47.52	3300
M Macari	Wentlows Open Day Cakes	-	£82.50	3301
RBL	5x Poppy Tributes (donation)	-	£200.00	3302
Great Wood Hall	Room Hire	-	£70.00	3303
I & M Shaw	Tarmac – GWH Car Park	£2,832.00	£14,160.00	3304
New Haden Metals	Skip for Checkley Community Centre	£26.00	£156.00	3305
BT Payphones	Adoption of 2x phone boxes	-	£2.00	3306
M Price	Litterpicking Fee	-	£294.38	3307
S Clarke	Lengthsman Fee & Expenses	-	£1282.75	3308
S Morgan-Owen	Clerk Fee's	-	£690.00	3309
S Morgan-Owen	Clerks Expenses	-	£64.53	3309
<b>Monies In / Int Transfers</b>				<b>Pay In Ref</b>
	Cemetery Fee's	-	£150.00	100419
SMDC	Parish Precept	-	£32,941.25	
Fund Transfer – 19688687 (reserve acc)	GWH Car Park Works	-	£36,622.00	

***Proposed: Cllr A Stubbs - Second: Cllr A Hulme – All in favour***

- b. Copy of the most recent current account bank statement and reconciliation was signed by Cllr Akerman. Copies of the current account reconciliation and precept spend to date are provided in councillors meeting packs.
- c. Clerk advised that Eon contract (High St electrical enclosure) was up for renew and best deal was to renew with them as standing charge hasn't gone up and this is the majority what we pay. All councillors happy with this.
- d. April 17 – September 17 financial review – Report in councillors meeting packs for them to view.

**10. District Councillor's Announcements:**

Cllr Pearce advised that we should contact Sally Curley of SMDC (CPC/2017/031) to ensure S106 monies at Tenford Lane are earmarked for Checkley Parish. Cllr Pearce will look into Cheadle Road development S106 monies.

**11. County Councillor's Announcements:**

Nothing reported.

**12. Highways Issues (hedges, footpaths etc)** - if an issue requires reporting Councillor MUST provide full details and addresses

Clerk to organise a meeting with Trevor Mellor for the new year.

**13. GWH Recommendations from Great Wood Hall Working Group:**

Cllr Stubbs advised there had been a few complaints regarding old kitchen at the back of the building. If GWH organise a skip Cllr Stubbs is happy to help move the materials from the back of the building. Cllr P Wilkinson advises that the working group should be reinstated because there is also money left over from the car park works that needs spending. A suggest of astro-turfing the rear play area was made. Cllr P Wilkinson feels that GWH committee should set up a working group asap. Cllr Akerman is to take this request to the next GWH meeting.

**14. Checkley & Tean Sports Club Recommendations from Working Group:**

Move to next month in Cllr Flunders absence.

**15. Neighbourhood Plan Recommendations from Steering Group:**

Move to next month in Cllr Flunders absence.

**16. Lengthsman's Brief:**

Asked when should the poppy wreaths be removed. Cllr Stubbs will speak to Brian and find out.

**17. Wentlows:**

- a) **Boundary Issue** – Clerk as requested sent copy of the map to Your Housing. Awaiting a response.
- b) **Play Equipment** – Moved and discussed under agenda item 5.
- c) **Wentlows/Redhill Boundary Hedge** – Cllr Akerman advised that Lengthsman has planted shrubs to fill in the holes also trimmed and tidying behind the hedge.

**18. Christmas Event:**

- a) **Latest Meeting** - Cllr Hulme gave a brief overview. Cllr P Wilkinson to now be guest of honour and switch on the lights.
- b) **High Vis** - Cllr Hulme advised that someone borrowed some children's high vis jackets from The Venue last year for the switch on and never returned them. As a gesture of good will because The Venue have moved bookings around to accommodate the switch on could we purchase 20x new ones for them. Cost approximately £40 plus VAT. All in favour.
- c) **Post Office Christmas Trees** – The issue was raised that there are now new owners in the old post office, they may not want the trees on the side of their building as they no longer wanted the noticeboard. Cllr Stubbs advised he will speak to the owners. He also advised that the scaffolding outside the Coop will be removed in time for the switch on.

**19. GDPR (General Data Protection Regulation):**

Clerk relates to previous sent out paperwork regarding the new GDPR guidance. Awaiting framework from NALC however clerk is appointed the Data Protection Officer with support and guidance from Cllr T Wilkinson.

20. **Matters Pertaining to Issues in the Parish or for the Next Meeting (19<sup>th</sup> December 2017):**

CLlr P Wilkinson asked all Councillors to think:

Of ideas on how to use the phone boxes.

How to spend Tenford Lane S106 on The Wentlows.

***No other business – meeting was closed 21.18***

I hereby state this is a correct account of the monthly meeting held by Checkley Parish Council.

Signed: (Chairman) \_\_\_\_\_

Date: \_\_\_\_\_