

Meeting Minutes of the Parish Council held on Tuesday 15th May 2018 at Great Wood Hall at 7.15pm

Attendees: Councillors – Cllr P Wilkinson (Chair), Cllr Pearce (Vice Chair), Cllr Akerman, Cllr Hulme, Cllr Flunder, Cllr Stubbs, Cllr Trigger, Cllr McCormack & Cllr A Wilkinson – S Morgan-Owen (Clerk).

1. **Chairman’s Welcome:** Chair welcomes Cllr Trigger back.
2. **Apologies Received From:** Cllrs T Wilkinson & D Ball

3. **Declaration of Interest:** In addition to the normal:

Cllr Pearce	Item 9	Anything relating to planning due to being a member of the SMDC Planning Committee
Cllr Flunder	Item 9d & e	Fole Resident

4. **Minutes of Previous Meeting:** The minutes of the monthly meeting of the council held on 17th April 2018 have been circulated. They have been confirmed as an accurate and true record and signed by the chairman.
Proposed: Cllr B Stubbs - Second: Cllr S Akerman – all in favour

5. **Election of Chairman, Vice Chairman and other Councillor Roles:**

Chairman Nominee – Cllr C Pearce – Proposed by Cllr B Stubbs and Second by Cllr S Akerman – All in Favour
Chairman Cllr Pearce thanked the outgoing Chair, Cllr P Wilkinson for his dedication over the last 12 months under difficult circumstances. “He’s done an excellent job and achieved so much.” Chair also welcomes Cllr Trigger back.

Vice Chairman Nominee – Cllr S Akerman – Proposed by Cllr K Flunder and Second by Cllr D Trigger – All in Favour

Vice Chair Cllr Akerman thanked everyone.

Cllr Pearce advised that due to being a member of the SMDC Planning Committee all planning issues and agenda items referring to planning will be dealt with by the VC Cllr Akerman.

Position	2018/2019 Appointee	Proposer	Seconder
Internal Auditor	Cllr Akerman	All in Favour	
Lenghtman Coordinators	Cllr Akerman (Tean) Cllr McCormack (Checkley) Cllr Stubbs (Hollington)		
Police Coordinators	Cllr Pearce		
Great Wood Hall Working Group	Cllrs Flunder, Pearce & Trigger		
Great Wood Hall Management Committee	Cllrs Ball & Akerman		
Checkley Community Centre	Cllrs Flunder & McCormack		
Hollington Village Hall	Cllr P Wilkinson		
SPCA	Cllr Pearce & Clerk		
SMDC Parish Assembly	Cllrs Flunder & Pearce		
Lafarge Tarmac Liaison Committee	Cllrs T Wilkinson & Trigger		
Footpaths Committee	Cllr P Wilkinson		
Youth Committee	Cllrs Akerman & Flunder		
Rural Council of Staffordshire	Cllrs McCormack & Pearce		
Road Safety & Highways Committee (Cllr Deavilles working group)	Cllrs Ball, Stubbs, Trigger & Pearce		
Neighbourhood Plan Steering Group	Cllrs Flunder, Akerman, McCormack & Pearce		
Events Working Group	Cllrs Hulme, Pearce, Stubbs & Akerman		

19.26 Cllr Pearce hands chair over the Cllr Akerman and leaves the meeting.

Cllr Flunder proposes a "Village Hall Working Group" – a committee that meets 3 times a year and consists of Cllrs and representatives from each of the 3 parish village halls and church hall if interested.

Cllr Trigger feels this is not a priority but the working group with GWH needs to be re-established asap as we are still paying for the hall.

Proposed: Cllr D Trigger - Second: Cllr P Wilkinson

Clerk to write to GWH (2018/017).

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

No Public in Attendance

7. Matters Arising:

- a) **High Street Notice Board** – Cllr P Wilkinson meeting Lengthsman on Thursday to re-instate.
- b) **Fallen Wall At Hollington** – SCC are still looking into but looks like they will not repair. Cllr Hulme feels sure that SCC stopped it from being filled in previously. He will look into and find out more information.
- c) **GDPR** – We no longer need to appoint a Data Officer. SCC are coming back to the clerk regarding the GAP Analysis.
- d) **GWH Broadband** – Broadband was reported to clerk as not working 15/5/18. Reported to TalkTalk for resolution.

8. Correspondence:

Date	From	Subject	Outcome
For Consideration			
a) 9/5/18	Barbara Keeling	Concerned no signage stopping dogs entering Checkley play area.	10/5 – Clerk obtained authorisation from Chair to purchase signs.
b) 15/5/18	EON	Phasing out of SOX lighting (The Island)	Cllr Flunder advised SMDC & SCC are replacing all as a project and will see if ours could be tagged on.

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

Applications For Consideration				
SMDC No	End of Consultation Period	Address	Proposed Application Details	Outcome
a) DET/2018/0013	11/5/18 ext req	Brittlebank, Tean Leys Farm, Lower Tean	Application for steel frame cattle shed	Do Not Object
b) SMD/2018/0147	18/6/18	Highwayman Lodge, Sandy Lane Threapwood	Addition of velux windows to the east of property	SUP
c) SMD/2018/0241	10/5/18 ext req	1 Willow Close, Upper Tean	Proposed det garage to rear and conservatory to side	SUP
d) DET/2018/0012	N/A – not an application	Fole Dairy, Uttoxeter Road, Fole	Proposal demolition of various former industrial buildings.	DNO
e) SMD/2018/0234	29/5/18	Fole Dairy, Uttoxeter Road, Fole	Outline application for residential development	SUP – Prop PW, 2 nd BS 1 abstain

10. Financial Matters:

- a) Authorisation of the below was carried out by Cllr McCormack.

Payee	Goods/Services	VAT	Total Amount	Cheque no
A1 Gas Services Ltd	Hollington VH Boiler Replacement	£275.00	£1650.00	3359
TalkTalk Business	GWH Broadband and Phone	£6.19	£37.14	Direct Debit
Cheadle & Tean Times	Annual Parish Assembly Advert	£9.00	£54.00	3360
Cllr Flunder	Reimbursement of leaflet printing expenses	-	£68.75	3361

Great Wood Hall	Replacement Chq 3340 for Leaflets etc	-	£240.00	3362
Great Wood Hall	April Meeting Room Hire	-	£30.00	3362
New Haden Metals Ltd	Cemetery Skip Exchange	£20.00	£120.00	3363
Soft Surfaces	Replacement play equip flooring at Tean Rec	£465.85	£2795.10	3364
M Price	Litterpicking Fee	-	£211.41	3365
S Clarke	Lengthsman Fee	-	£1431.00	3366
S Morgan-Owen	Clerk Fee's	-	£884.25	3367
S Morgan-Owen	Clerks Expenses (inc defib signs and flags)	-	£347.33	3367
Monies Paid In				
SMDC	Lengthsman's Grant	-	£400.00	
Various	Cemetery Fee's	-	£1270.00	100423

Proposed: Cllr P Wilkinson - Second: Cllr D Trigger – 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.

11. District Councillor's Announcements:

No updates

12. County Councillor's Announcements:

No report received from Cllr Deaville.

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

a) Adams Valley – Cllr Akerman advised will be tidied Tuesday.

b) Road Patching – Cllr Trigger feels that the patching that has been carried out in the area is not up to standard and if the road is resurfaced it will perpetuate the issue.

Cllr Trigger proposes we write a letter complaining to the council (2018/016).

Proposed: Cllr D Trigger - Second: Cllr A Hulme – All in favour

c) Riverside Road Posts – Cllr Akerman has reported them to SCC via MyStaffs App.

14. GWH Recommendations from Great Wood Hall Working Group & Committee:

In the absence of Cllr Ball, there is no update.

15. Checkley & Tean Sports Club Recommendations from Working Group:

Cllr Flunder to arrange a meeting with Cllr Akerman, Clerk and a Tean Youth Club representative.

16. Neighbourhood Plan Recommendations from Steering Group:

a) Cllr Flunder advised resident groups are currently producing site criteria for the site nominations. We are awaiting to see if we can receive a grant from AECOM for them to review the sites also. Next step is to finalise criteria and look at the sites.

17. Lengthsman's Brief:

Cllr Akerman advises that Steve has had to lawnmower fixed.

Cllr McCormack advised that issue at Checkley Rec with the wooden legs whilst strimming. He will advise Steve to sort metal collars out.

20.14 Cllr A Wilkinson enters the meeting.

18. Litterpicker Update:

Malcolm advised that discarded post had been found in the littler bin (Mill side by bus stop). This is the second time (gave benefit of the doubt first time), as same address is on the letters. Clerk to send letter (2018/018).

19. Defibrillators:

a) Hollington Power – Cllr Wilkinson not managed to check, will advise next month.

- b) Annual Maintenance Contract – Clerk to send a letter to Shades (*2018/019*) to ask if they would like to be included, and to ask other ‘custodians’ (Hollington & Checkley) for the key codes.
- c) Hollington Phone Box Stickers – Clerk has purchased as previously agreed for £104 inc VAT. They are being posted direct to Cllr Wilkinson. Cllr Wilkinson to advise when they arrive.
- 20. Events Meeting (26th April) Update from Cllr Hulme:**
- a) Date and Time finalised – 30th November 2018, 5.30pm @ GWH.
- b) Santa’s Grotto – Being created by Tean Youth Club, hopefully Gerald will be Santa if he’s better. The grotto will be at GWH prior to the walk down.
- 20.20 Cllr Flunder leaves the room.
- c) Laserhire Quote - £217.00 + VAT for snow, pyro, projector, speakers, labour etc
Proposed: Cllr P Wilkinson - Second: Cllr B Stubbs – All (present) in favour
- 20.23 Cllr Flunder returns
- d) RBL Centenary Update – there will be poppies on lamppost leading into the village. There is currently an issue with the silhouettes, but Carley will let us know when available.
- e) Next meeting is scheduled for 6th September
- 21. Annual Parish Assembly (8th May):**
- a) Cllr Wilkinson gave an overview, including good turn out and contribution from outside bodies, Checkley Community Centre currently have an issue with floor in the main hall. To be reviewed and discussed when required.
- b) Checkley Community Centre Insurance – Cllr Pearce recommended CPC to cover CCC building insurance with the Parish Council’s. Clerk made enquires, and a list of questions we provided by insurers, currently waiting for CCC to respond to questions.
- 22. Standing Orders:**
- Clerk suggested a review of Standing Orders to bring in line with NALC model orders, so any NALC amendments are easier to apply.
Clerk and Cllr Trigger to look at.
- 23. Tean Recreation Ground Update:**
- a) CCTV – Cllr Flunder advised that quote from ACE has not yet been received.
- b) Replacement Floor – Cllr Akerman advised project completed and satisfactory.
- c) ST Leak – No update from Severn Trent even though messages left.
Cllr Flunder to check with Charlie regarding barriers down the side of GWH, if OK Cllr Akerman to advise Steve to use them around the wet patch of ground.
- 24. Checkley Play Area:**
- a) Dog Foul Signs purchased.
- b) Cllr Akerman to get quotes for flooring (as per Tean Rec).
- 25. Matters Pertaining to Issues in the Parish or for the Next Meeting (19th June 2018):**
- Clerk to ensure Christmas Lights tender to be on next meeting (as missed off this meeting). Agreed to not open tender and move to next month.

No other business – meeting was closed 20.43

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

Signed: (Chairman) _____

Date: _____