

# Meeting Minutes of the Parish Council held on Tuesday 19<sup>th</sup> March 2019 at Great Wood Hall at 7.15pm

**Attendees:** Councillors – Cllr Akerman (Vice-Chair, acting Chair), Cllr P Wilkinson, Cllr Hulme, Cllr Flunder, Cllr Ball, Cllr Stubbs & Cllr McCormack – S Morgan-Owen (Clerk) and 2 members of the public.

**1. Chairman's Welcome:** In the unavoidable absence of Cllr Pearce, Cllr Akerman will be acting as Chair.

**2. Apologies Received From:** Cllr Pearce, Cllr Trigger, Cllr A Wilkinson & Cllr T Wilkinson.

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

Cllr Akerman	Item 13	Member of GWH Committee
Cllr P Wilkinson	Item 9a	Expenses
Cllr Ball	Item 13	Chairman of GWH Committee
Cllr Flunder	Item 15	Chairman of NDP Steering Group
Cllr Hulme	Item 16	Chairman of Events Committee
Cllr Stubbs	Item 18a	Works being carried out by family member

**4. Minutes of Previous Meeting:** The minutes of the monthly meeting of the council held on 19<sup>th</sup> February 2019, have been circulated. They have been confirmed as an accurate and true record:  
Signed by the chairman and **Proposed: Cllr Stubbs – Second: Cllr Wilkinson – All in Favour**

**All in favour of suspending standing orders**

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

*Melissa Smith – Lower Tean Resident – Daisy Bank Development*

Requested an update on issues previously raised that were to be discussed at Highways meeting. Cllr Hulme who attended the meeting gave an overview and issues were being dealt with by Cllr Deaville. Clerk to chase. Melissa has also received a response letter from SMDC regarding Daisy Bank, although it doesn't make much sense. She will forward it onto Steve Bell of UTRA. Melissa is also concerned with the flooding that is occurring on the new build opposite Dog & Partridge in Lower Tean.

**Standing orders re-instated**

**6. Actions and Updates from the Previous Meetings:**

- a) **Police Drop-in Surgery:** Cllr Pearce attended the last surgery, no attendees. Cllr Stubbs will try and attend the next one 13<sup>th</sup> April.
- b) **Commonwealth Day:** Cllr Akerman gave an overview. Was attended by both Greatwood Primary and St Thomas' and certificates were presented to the children who attended.
- c) **Floral Display Update:** Cllr Stubbs advised that the original replacement bracket for the Chinese ended up on the funeral directors as it's damage was critical and would not house a Christmas tree. New bracket is now £50. Also discussed putting barrels up at Hollington instead of 3 tier display. Proposal for bracket and barrels.  
**Proposed: Cllr Wilkinson – Second: Cllr Hulme – All in Favour**
- d) **Annual Parish Assembly:** Cllr Akerman gave an overview.
- e) **NHS Consultation:** Cllr Hulme gave an overview. Although consultation period is over proposal made for clerk to drop a letter outlining concerns. CPC/2019/001

## 7. Correspondence:

Date	From	Subject	Outcome
<b>For Information</b>			
a) 3/3/19	Mike Deegan Consulting	Support for Project Management and Funding Bids	Not interested
b) 12/3/19	Simon Barnes – Stone Restoration	Monument Cleaning	Keep on file
<b>For Consideration</b>			
c) 18/3/19	Sports England Active Places	Accept Ownership of Wentlows	Suspicious – ask for more information
d) 15/3/19	Streetscene SMDC	Great British Spring Clean	Emlid 15/3 to youth club

## 8. Planning Applications: \*Paperwork not received in time from SMDC

<b>Applications for Consideration</b>			
SMDC No * P/work not rec'd from SMDC in time for CPC meeting	End of Consultation Period	Address	Proposed Application Details
a) SMD/2019/0114	21/03/19	7 Wallfield Close, Upper Tean	Proposed single storey rear & side exten.

b) **Daisy Bank Development:** Working Group are concerned that residents that wrote to SMDC with concerns have not had a response and request the council send a letter to SMDC advising this and asking them to treat these letters as formal complaints. *CPC/2019/002*

**Proposed: Cllr Wilkinson – Second: Cllr Flunder – All in Favour**

Cllr Flunder advises that they are looking into crowd funding to pay for judicial review.

## 9. Financial Matters:

a) Internal Auditor – Cllr S Akerman

Payee	Goods/Service	VAT	Total Amount	Cheque No
TalkTalk Business	GWH Phone & Broadband	£6.40	£38.40	Direct Debit
ACE Ltd	Power to Tean Rec	£572.24	£3,433.45	3438
Kelkay Ltd (Anchor Fast)	Benches	£300.00	£1,800.00	3439
Amberol	Floral Tubs	£376.36	£2,258.17	3440
Laser Hire	Christmas Display	£43.40	£260.40	3441
Gerald Crookes	Youth Club Leader	-	£216.00	3442
Fulford & District First Respond	Donation	-	£200.00	3443
New Haden Metals Ltd	Cemetery Skip Exchange	£20.00	£120.00	3444
N & S Hurst	Hedge Cutting Cemetery, Wentlows & GWH	£25.00	£150.00	3445
SMDC	Cemetery Business Rate	-	£536.07	3446
Great Wood Hall	Meeting Room Hire	-	£20.00	3447
Malcolm Price	Litterpicking Hrs	-	£223.16	3449
Steve Clarke	Lengthsman Fee	-	£337.50	3450
Steve Clarke	Lengthsman Expenses	-	£19.00	3450
Steve Clarke	Project – Planters on High St & Checkley	-	£225.00	3450
Siân Morgan-Owen	Clerk Fees	-	£1032.75	3451
Siân Morgan-Owen	Clerk Expenses	-	£419.50	3451

**Proposed: Cllr Hulme – Second: Cllr McCormack – All in favour**

b) **Copy of latest bank reconciliation and current account statement to be signed by Internal Auditor.**

Both latest bank reconciliation (all accounts), precept spend to date, GWH payments and earmarked funds will be in the Councillors meeting packs for their information.

- c) **Annual Internal Audit Fee:** Clerk advises that his fee is the same as last year £100 however, he forgot to bank last years cheque so would it be allowed to pay him £200 this year.  
**Proposed: Cllr Wilkinson – Second: Cllr Hulme – All in favour**
- 10. District Councillor’s Announcements:** Nothing to Report
- 11. County Councillor’s Announcements:** Nothing to Report
- 12. Highways Issues (hedges, footpaths etc) –** If an issue needs reporting then Councillors must provide a full location address including postcode.
- a) **Highways Meeting:** Cllr Hulme gave an overview and advised SCC are looking into a crossing on New Road by Chip Shop.
- b) **Freehay Crossroads:** Councillors have looked at the proposal and have no comments at this time. Clerk to notify Guy Pryer of SCC.
- 13. GWH Recommendations from Great Wood Working Group:**  
Cllr Hulme suggests more lighting to be installed at the entrance. Cllr Ball advised the committee are looking into this and looking into lowering lights.  
20.12 – Cllr Ball leaves the meeting
- 14. Checkley & Tean Sports Club Recommendations from Working Group:**  
Now new portacabin is in situ proposal made to charge both Tean Albion & Tean Rangers £150 each for Sept 18 – Apr 19, also for next charge be reviewed in June.  
**Proposed: Cllr Flunder – Second: Cllr Hulme – All in favour**
- 15. Neighbourhood Plan Recommendation from Steering Group:**  
Cllr Flunder advised that draft selection criteria has ended and there is a meeting to discuss tomorrow evening.
- 16. Community Events Team Recommendations from Working Group:**  
Cllr Hulme asked clerk to arrange a meeting for June.
- 17. Lengthsman’s Brief:**  
Cllr Flunder would like to thank Malcolm (Litter picker) for litter picking at Fole.  
Lengthsman has carried out some repairs at Checkley play area. Cllr Stubbs would like it minuting that whilst at Checkley Community Centre the new flooring installers were there and it was realised that the installers may be related to a committee member. The Parish Council would just like it minuting that they were unaware of this conflict of interest when agreeing to donate £12k to the project.
- 18. Recreational Ground Updates:**
- a) **CCTV Update –** ACE Ltd sort approval for £300 wayleave fee being charged by Western Power. Email votes requested and after Cllr Wilkinson pointed out that wayleave goes to the landowner and we are the landowner, this information was passed onto ACE, who advised it’s for WP to liaise with the flood plain officer. Proposal made (via email votes) in agreement to continue received from Cllrs Pearce, Akerman, Flunder, P Wilkinson, T Wilkinson, McCormack & Hulme. Cllr Stubbs abstained due to a declaration of interest (see agenda item 3).
- b) **Checkley Picnic Benches –** Update – cheque has been signed tonight and once received order will be released.
- c) **Trees:** Cllr Stubbs gave an overview of meeting with Charles. Clerk advised that Steve Massey of SMDC has advised there are two rotten trees and we are free to remove them asap without permissions from SMDC. Proposal made to accept Charles quote of £650 +VAT to remove trees, with the request of not carried out during school holidays.  
**Proposed: Cllr Stubbs – Second: Cllr McCormack – All in favour**  
With regards to GWH Yew trees, apparently quite a few Yew trees are struggling this year. Could be due to the adverse weather last year, but he will speak to someone and come back to us.
- 19. Web Hosting:** Clerk advises that current hosts are not very responsive to queries/issues also annual hosting fees from Netbiz (including SSL) £219. Received a quote for the same from So Marketing and they charge £195. Proposal to move website hosting to So Marketing.  
**Proposed: Cllr Wilkinson – Second: Cllr Hulme – All in favour**
- 20. Gaming Potion:** Clerk advises that this youth group currently doesn’t charge to run and is charge approx. £50 a session by GWH. They are looking for support with this fee. Proposal to donate £500.  
**Proposed: Cllr McCormack – Second: Cllr Stubbs – All in favour**

**21. Staffordshire Day:** 1<sup>st</sup> May – Councillors refrain from doing anything as still purdah. Cllr Stubbs will raise the flag the day before.

**22. Matters Pertaining to Issues in the Parish or for the Next Meeting (16<sup>th</sup> April 2019):**

***Meeting was closed 21.04***

I hereby state this is a correct account of the monthly meeting held by Checkley Parish Council.	
<b>Signed: (Chair)</b>	Councillor
<b>Date:</b>	