

Meeting Minutes of the Parish Council held on Tuesday 18th June 2019 at Great Wood Hall at 7.15pm

Attendees: Councillors – Cllr Akerman (Chair), Cllr Stubbs (Vice-Chair), Cllr Pearce, Cllr Wilkinson, Cllr Hulme, Cllr Flunder, Cllr McCormack, Cllr Bell, Cllr Buckley & Cllr Trigger – S Morgan-Owen (Clerk) and 4 members of the public.

1. Chair’s Welcome:

Cllr Akerman welcomes everyone.

2. Apologies Received from: Cllr Peck.

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

Cllr Akerman	Item 5c Item 16	Member of the public is a member of her immediate family Member of the GWH Committee
Cllr Stubbs	Item 21a	Works being carried out by family member
Cllr P Wilkinson	Item 6a	Already a business sponsor of St Thomas 7
Cllr Flunder	Item 8 Item 18 For Information	Member of SMDC’s Planning Committee Chairman of NDP Steering Group Current Chairman of SMDC
Cllr Hulme	Item 8 Item 19	Member of SMDC’s Planning Committee Chairman of Events Committee
Cllr Buckley	Item 5c	Member of the public is a member of his immediate family
Cllr Bell	Item 18	Chairman of Upper Tean Residents Association

4. Minutes of Previous Meeting: The minutes of the monthly meeting of the council held on 22nd May 2019, have been circulated. They have been confirmed as an accurate and true record:

Signed by the chairman and **Proposed: Cllr Flunder – Second: Cllr Pearce – Motion Carried**

All in favour of suspending standing orders

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

a) *Members from Tean WI*

Usually maintain grass area on the corner of Hollington Road and High Street but unfortunately a resident now keeps putting his van there. They have spoken to County Council and Police and nothing they can do. Cllr Buckley will look into the issue. Clerk to ask Cllr Deaville if the plan is to still turn this area into a car park. Tean WI are also celebrating an anniversary by creating wall art and was enquiring where to put the art. Parish Council have not objections to being placed on Parish Council land or on Draycott Road Bridge, behind the water pump etc However, if mounting on walls by monument the permissions would need acquiring from owners.

b) *Representative from RBL*

Requesting funding for a gazebo (approx. £400). Proposal that District Councils use their funding to support this and Parish Council pay the difference **Proposed: Cllr Hulme – Second: Cllr Wilkinson**

Amendment to the proposal that the Parish Council pay for all of it.

Proposed: Cllr Trigger – Second: Cllr Flunder – Motion Carried

c) *Local Resident – Recording of Meetings*

Mr Buckley attends to advise the council that going forward he will be recording the Parish Council meetings to publish on social media with the possibility to live stream on Facebook.

Although the council is aware that there is no legislation stopping Mr Buckley from recording concerns have been raised regarding:

The Council currently has no policies in place – Clerk to legalities and organise.

Concerns about protecting the public who don’t want to appear on camera – Clerk to look into.

Cllr Flunder advised that recordings are made at SMDC and chair has to read out an informational piece – Clerk to check formalities of this.

Concerns that the uploaded version will be edited and not portrayed in a positive light.

Standing orders re-instated

6. Actions and Updates from the Previous Meetings:

- a) **Wentlows Boundary Issue:** Cllr Stubbs advised this is all sorted. Cllr Flunder congratulates Cllr Stubbs for his persistence.
- b) **Police Drop In Session:** No Cllrs represented at the last session. Next session is 13th July.
- c) **Memorial Bench Policy:** Clerk advised that after looking into the insurance details for the memorial bench policy, if the council charge then the council will need to carry out risk assessments on all benches. Proposal made to have the bench policy but remove any charges and reiterate that the memorial bench is the responsibility of the owner and not the council.
Proposed: Cllr Stubbs – Second: Cllr Tigger – Motion Carried
- d) **CIL Letter (Cllr Bell):** Letter deferred until outcome on Daisy Bank decided. Cllr Flunder will work with Cllr Bell to compile a letter.
- e) **Annual Grant for St Thomas 7:** Proposal made to not support unless agree to do a children’s run.
Proposed: Cllr Flunder – Second: Cllr Buckley
Amendment proposal made to not donate anything at all regardless.
Proposed: Cllr Buckley – Second: No seconder, motion falls
Second amendment proposed to donate the full £300 regardless.
Proposed: Cllr Pearce – Second: No seconder, motion falls
Third amendment proposed to donate £300 towards a children’s run only, made on receipt of children’s run details.
Proposed: Cllr Bell – Second: Cllr Pearce – Motion Carried
- f) **Hollington Road Litter Bin:** Clerk advises she has requested SMDC Street Clean to look into this. They will start their monitoring process and advise.
- g) **New Road Parking Issue:** Clerk advised that she has messaged Cllr Deaville and the local PCSO’s. PCSO Jon Staples advised that letters have been sent to residents advising them of the parking regulations.

7. Correspondence:

Date	From	Subject	Outcome
For Information			
a) 14/06/2019	SMDC	Parish Assembly 18 th July 2019	Cllrs advised
b) 13/06/2019	Playsafe	RoSPA play inspection booked for August	Inspection to proceed
c) 12/06/2019	SCC - Planning	Statement of Community Involvement consultation	Cllr advised
For Consideration			
d) 29/05/2019	SCC	Data Protection Officer	Clerk to proceed
e) 18/06/2019	Shades Hairdressers	Request for socket moving (xmas lights)	Clerk emailed ACE 18/6 sorted same day

Cllrs Flunder and Hulme declare and interest and leave the room.

8. Planning Applications: No actual planning applications received this month relevant to the parish of Checkley. However, there will be updates from the planning coordinators on:

- a) SMD/2019/0136 – The Oaklands Uttoxeter, ‘use of premises (C3a) as a home for up to four children or young people with up to two full-time resident carers sleeping overnight and living together as a single household (C3b).’
Clerk to ask Cllr Deaville to call and also send a letter (CPC/20019/009) from the Parish Council outlining concern and requesting call in.
Proposed: Cllr Bell – Second: Cllr Buckley – Motion Carried
- b) SMD/2018/0547 – Breech Lane (non Parish) – Council not to make any comment on this occasion.
- c) SMD/2018/0509 – Daisy Bank – Planning coordinators advise next step is protocol letter.

Cllr Flunder and Hulme return.

9. Financial Matters:

a) Internal Auditor – Cllr S Buckley

Payee	Goods/Service	VAT	Total Amount	Cheque No
Churches Together	Summer and Christmas Event	-	£300.00	3470
TalkTalk	GWH Phone & Broadband	£6.40	£38.40	Direct Debit
M&S Contractors Ltd	Annual Floral Displays	£765.00	£4,590.00	3471
Malcolm Price	Litterpicking Hrs	-	£295.56	3472
Siân Morgan-Owen	Clerk Fees	-	769.50	3473
Siân Morgan-Owen	Clerk Expenses (incs signs)	-	£101.27	3473
SCC	Annual GWH Mortgage (1 st Instalment)	-	£8,500.00	3474

Proposed: Cllr Stubbs – Second: Cllr Pearce – Motion Carried

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. Reconciliation was signed by the internal auditor.

c) Annual Financial Overview 2018/19: Report in (available on request) in Cllrs meeting packs for review.

d) Health and Safety Policy: Carried over to next agenda because Cllrs Peck and Buckley would like to put a little more meat on it.

10. District Councillor’s Announcements:

Cllr Wilkinson gives an overview of the scrutiny panel. Cllr Hulme updates regarding the Local Plan.

11. County Councillor’s Announcements: Cllr Flunder touches on funding for “People Helping People”

12. Highways Issues (hedges, footpaths etc) – If an issue needs reporting then Councillors must provide a full location address including postcode.

a) Cllr Stubbs advises that issue with delivery lorries parking outside Coop, there have been two lorries on occasions. To be put on the agenda for highways committee meeting with Cllr Deaville. Clerk to write to Coop advising of issue (CPC/2019/010).

13. GWH Recommendations from Great Wood Working Group:

Meeting rescheduled for 9th July at 6.30pm

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

Clerk to try and locate a drainage plan from SMDC.

15. Neighbourhood Plan Recommendation from Steering Group:

Cllr Flunder advised waiting for information from AECOM and he will organise another steering group.

16. Community Events Team Recommendations from Working Group:

a) Road Closure: Cllr Hulme advises the issue with closing the road with risk assessments, insurance etc when the road will only be closed for approx. 45 mins. Decision made to not close the road and just ask local police to support as previous.

b) Risk Assessment: We do have a simple RA which mainly covers the lights and Christmas tree so Cllr Buckley will look into further.

c) Additional Lighting: Cllr Stubbs to enquire with ACE if they can submit a quote for some additional lighting. IE solar lights on the bridge etc.

d) Churches Together Event Trailer: Request to use a trailer in recreation ground. Proposal that it goes on the tarmac near the play area.

Proposed: Cllr Stubbs - Second: Cllr Hulme – Motion Carried

17. Lengthsman’s Brief:

a) No report as Lengthsman has been on holiday and will carry hours over.

b) Contract Renewal: Does not require going out for tender as per The Councils Financial Regulations 10.1iv (available via the Council’s website). Clerk to arrange meeting with Lengthsman and coordinators.

18. Hollington Speed Limit: Cllr Wilkinson advised that he is still pushing for this. Clerk notifies that Cllr Deaville has advised that David Greatbatch is now dealing with this.

19. WI Request:

Dealt with under public participation.

20. Recreational Ground Updates:

Supported By *The Admin Genie*

a) **CCTV Update** – Cllr Stubbs advised that the enclosure should be coupled and completed end of the month and then it can be handed over to EON to do their part.

21. Chairpersons Chain: Councillors to come to next months meeting with ideas.

22. Council Award Scheme: Cllr Buckley advising that he is looking into the clerk being “freelance.” He will come back with more information. Council agrees not to apply for award yet but definitely aim to implement all the requirements as “best practise.”

23. Litterpicking Equipment for GWP Student Projects:

Clerk advised that equipment can obtained for approximately £70. Clerk to purchase.

Proposed: Cllr Flunder - Second: Cllr Pearce – Motion Carried

Cllr Buckley to look into a volunteer policy.

24. Matters Pertaining to Issues in the Parish or for the Next Meeting (18th June 2019):

Cllr Bell	Planting of a couple of silver birch trees to fill in the gaps created from removed trees on rec
Cllr Buckley	Heritage Action Zone – High St
Cllr Trigger	Digital Mapping
Cllr Hulme	Draycott Roundabout
Cllr Flunder	Update regarding civic events

Meeting was closed 22.03

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