

Meeting Minutes of the Parish Council held on Tuesday 21st May 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 Buckley, Cllr Bell & Cllr Peck – S Morgan-Owen (Clerk) and 11 members of the public.

1. Election of the Chair for the year 2019/20:

Cllr Pearce welcomes everyone and presides over meeting until new Chair elected.

Chair nominee – Cllr Akerman – **Proposed by Cllr Stubbs, Seconded by Cllr Flunder – Motion carried**

Cllr Akerman signs a “Declaration to Office” as a Chair.

2. Election of the Vice-Chair for the year 2019/20:

Chair nominee – Cllr Stubbs – **Proposed by Cllr Pearce, Seconded by Cllr Hulme – Motion carried**

Cllr Stubbs signs a “Declaration to Office” as a Vice-Chair.

3. Apologies Received from:

Cllr McCormack and Cllr Hulme offers Cllr Deavilles.

4. Declaration of Interest:

All councillors “Register of Interests” are officially submitted to Staffordshire Moorland District Council and can be found online on SMDC’s website (a link to this website can also be found on www.checkleyparishcouncil.co.uk).

Cllr Akerman	Item 7 Item 16	A candidate is a family member Member of the GWH Committee
Cllr Stubbs	Item 21a	Works being carried out by family member
Cllr Pearce	For Information	Member of The Conservative Party
Cllr P Wilkinson	Item 12c	Already a business sponsor of St Thomas 7
Cllr Flunder	Item 18 For Information For Information	Chairman of NDP Steering Group Current Chairman of SMDC Member of The Conservative Party
Cllr Hulme	Item 19 For Information	Chairman of Events Committee Member of The Conservative Party
Cllr Buckley	Item 7	A candidate is a family member
Cllr Bell	Item 18 Item 11c	A member of the NDP Steering Group and Chairman of Upper Tean Residents Association Neighbouring dwelling
Cllr Peck	Item 18	A member of the NDP Steering Group and Chairman of Hollington Residents Association

Although not necessary (as per Staffordshire Parish Councils Association), Cllr Akerman, Stubbs, Pearce, Wilkinson, Flunder, Hulme and Buckley declared an interest in knowing another co-option candidate.

5. Minutes of Previous Meeting:

The minutes of the monthly meeting of the council held on 16th April 2019, have been circulated. They have been confirmed as an accurate and true record:

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

All in favour of suspending standing orders

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

a) Mrs Day & Mr Rushton – St Thomas 7

Provided a copy of their public liability, however, they did not provide a copy of accounts as requested at the last meeting. They will provide this by email asap.

b) Mr Davies & Mr Smith – Churches Together

Representatives give an overview of where previous monies from CPC have been spent on the Christmas Light Switch on event and will provide a copy of accounts.

c) *Mr Laws – Tean Community Singers*

Requesting permission to place a bench in the memory of the late Joyce Plant in representation for her dedication to the community.

d) *Mr Buckley, Mr Thompson & Mr Tigger – Candidates for the Casual Vacancy*

Each candidate gave an overview and answered questions from the Council.

Standing orders re-instated

Cllr Akerman hands the meeting over to Cllr Stubbs and leaves the room with Cllr Buckley.

7. Co-option of a new councillor:

After deliberation councils vote, eliminating one candidate and then voting again. Majority votes to Mr Trigger Candidate and councillors asked to return and Cllr Stubbs delivers the result.

Cllr Stubbs thanks candidates and recommends they get involved in the community through groups and clubs and then stand in the next election.

Cllr Trigger signs “Declaration of Acceptance” and takes his seat.

8. Election of Remaining Council Roles:

Position	2019/2020 Appointee
Internal Auditor	Cllr Buckley
Lengthsman Coordinator	Cllr Akerman (Tean) Cllr Stubbs (Checkley) Cllr Stubbs (Hollington)
Police Coordinator	Cllr Pearce
Great Wood Hall Working Group	Cllr Akerman, Stubbs, Pearce and Trigger
Great Wood Hall Management Committee	Cllrs Akerman, Bell and Peck
Checkley Community Centre Liaison	Cllrs Flunder and Stubbs
Hollington Village Hall Liaison	Cllrs Wilkinson, Hulme and Peck
SPCA	Cllr Pearce & Clerk
SMDC Parish Assembly	Cllrs Stubbs, Pearce and Buckley
Lafarge Tarmac Liaison Committee	Cllr Wilkinson
Footpaths Committee	Cllrs Wilkinson and Bell
Youth Committee	Cllrs Akerman and Flunder
Road Safety and Highways Committee (Cllr Deavilles Working Group)	Cllrs Akerman, Stubbs, Trigger, Pearce and Wilkinson
Neighbourhood Plan Steering Group	Cllrs Akerman, Flunder, Bell, Peck and Pearce
Events Working Group	Cllr Akerman, Hulme, Pearce and Stubbs
Hollington Defibrillator Coordinator	Cllr Peck
Planning Coordinator	Cllrs Bell, Wilkinson, Buckley and Clerk

9. Actions and Updates from the Previous Meetings:

- Wentlows Boundary Issue:** Clerk advised that the Your Housing client is awaiting confirmation as to when her contractor can start the works.
- Photographs:** Clerk reminds councils to arrive best dressed and at 6.30pm for the June meeting for photographs.
- Website:** Clerk advised that the new “out of the box” website provided as a gesture of goodwill by Netbiz has now been populated and written by the clerk and is now live and being hosted by So Marketing.
- Cemetery Water Sign:** Clerk to make the required amendments and order.

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

10. Correspondence:

Date	From	Subject	Outcome
For Information			

a) 28/04/2019	Parish Resident	Thank You (Checkley benches)	
b) 09/05/2019	SCC	NHS Listening Groups	Clrs to contact Clerk if interested in attending. Travel costs will be covered.
c) 21/05/2019	Clr Mark Deaville	New Rd Grass	Resolved
For Consideration			
d) 08/05/2019	Parish Resident	Overhanging Trees	Clerk has contacted relevant parties
e) 06/04/2019	SPCA	Clr Training	Clrs to contact Clerk if interested

11. Planning Applications: *Paperwork not received in time from SMDC

Applications for Consideration				
SMDC No * P/work not rec'd from SMDC in time for CPC meeting	End of Consultation Period EG=Extension Granted	Address	Proposed Application Details	Outcome
a) SMD/2019/0193	04/05/19 EG	10 Teanhurst Road, Lower Tean	Side Extension	Planning Coordinators found areas of concern. Clerk to request extension so a more consideration to be given.
b) SMD/2019/0229	19/05/19 EG	Goldhurst Farm, Winnothdale	Installation of Ground source heat pump system.	Support
c) SMD/2019/0227	SMDC Website down	20 Meadow Way, Upper Tean	Rear Extension	Support
d) SMD/2019/0130	SMDC Website down	Home Glen, Uttoxeter Road, Lower Tean	Proposed alterations and extension	No Objection

- e) **Daisy Bank Development:** Clr Wilkinson gives an update regarding judicial review. Clr Bell feels a formal letter from the district and parish councillors needs to be sent to SMDC Planning expressing our discontent and concerns with the processes being used regarding planning applications. Agreed to revisit this possibility once the outcome of Daisy Bank has been decided.
- f) **Community Infrastructure Levy (CIL):** Clr Bell refers to the briefing paper distributed in the SPCA bulletin 18th April 2019. He feels as a council we need to understand this. Clr Wilkinson advised that Dai Larner has informed that SMDC won't be adopting this. Clr Bell proposed a letter (SBE/20019/006) be sent to SMDC outlining the Parish Councils concerns.

Proposed: Clr Bell – Second: Clr Wilkinson – Motion Carried

12. Financial Matters:

- a) Internal Auditor – Clr S Buckley

Payee	Goods/Service	VAT	Total Amount	Cheque No
TalkTalk	GWH Phone & Broadband (May)	£6.40	£38.40	D/Debit
TalkTalk	GWH Phone & Broadband (June)	£6.40	£38.40	D/Debit
Moorlands Tree & Ground Care	Removal of 2x river bank trees	£130.00	£780.00	3463
Neufeld Accountancy Services	Internal Annual Audit x2 yrs	-	£200.00	3464
New Haden Metals Ltd	Cemetery Skip Exchange	£20.00	£120.00	3465
Great Wood Hall	Meeting Room Hire	-	£10.00	3466
Malcolm Price	Litterpicking Hrs (incs £3 towards gloves)	-	£345.77	3467
Steve Clarke	Assist removal of river bank trees	-	£162.00	3468
Steve Clarke	Lengthsman Fee	-	£1707.75	3468
Siân Morgan-Owen	Clerk Fees	-	£1167.75	3469
Siân Morgan-Owen	Clerk Expenses	-	£90.27	3469

Proposed: Clr Pearce – Second: Clr Hulme – 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) **Donation Requests:**
St Thomas 7 - £300 – Council happy to grant on receipt of last year’s cost breakdown.
Churches Together - £300 – Council happy to grant on receipt of last year’s breakdown.
Proposed: Cllr Flunder – Second: Cllr Bell – Motion Carried
- d) **Bench Policy:** Copy of details passed to Councillors, decision is to charge £100 per bench for 15 years basic maintenance or to continue FOC.
Proposal made to instate a bench policy and charge £100 for 15 years basic maintenance on the proviso this is covered by insurance. Clerk to check with insurance company.
Proposed: Cllr Wilkinson – Second: Cllr Bell – 2 objections – Motion Carried
- 13. District Councillor’s Announcements:**
Cllr Wilkinson outlines what he will do as a district councillor. Cllr Flunder advises that he will be holding a civic event in Blythe Bridge (Checkley Parish if a suitable venue can’t be found).
- 14. County Councillor’s Announcements:** Nothing to Report
- 15. Highways Issues (hedges, footpaths etc)** – If an issue needs reporting then Councillors must provide a full location address including postcode.
- a) Cllr Hulme advised that yes the Tumulus should be seen at all times but the hedge can only be trimmed from September to February as per DEFRA regulations. Clerk will advise relevant resident.
- b) It was brought up that residents have complained about the number of dog foul bags being placed in the hedge between houses and cemetery on Hollington Road. Proposal made to write to SMDC Street Scene (*SMO/2019/007*) and request if they could investigate placing an additional bin.
Proposed: Cllr Hulme – Second: Cllr Pearce – Motion Carried
- c) Cllr Trigger – People are parking, opposite a solid white line and causing an obstruction at the top of New Road, on the bend before Old Road. Proposal made to write (*SMO/2019/008*) to Cllr Deaville and PCSO’s in the first instance.
Proposed: Cllr Trigger – Second: Cllr Hulme – Motion Carried
- 16. GWH Recommendations from Great Wood Working Group:**
Meeting scheduled 11th June 2019, 6.30pm.
Cllr Akerman advises that the nursery has now left and the committee are in the process of turning this area into the Youth Club area.
- 17. Checkley & Tean Sports Club Recommendations from Working Group:**
Clerk advised that Tean Rangers has still not paid invoice.
Report that old portacabin is being vandalised, clerk to report to the police.
Proposal made to purchase a NO TRESPASSING signs and for councils to meet at The Wentlows in a few weeks time to check boundary and portacabin.
Proposed: Cllr Buckley – Second: Cllr Wilkinson – Motion Carried
- 18. Neighbourhood Plan Recommendation from Steering Group:**
Cllr Flunder gave an update regarding issues with AECOM. Cllr Bell feels the timetable should be updated. Cllr Flunder will contact Hannah.
- 19. Community Events Team Recommendations from Working Group:**
Meeting arranged for 6th June 7pm.
- 20. Lengthsman’s Brief:**
Nothing to report – Lengthsman will be on holiday from 30th May for 2 weeks.
- 21. Recreational Ground Updates:**
- a) **CCTV Update** – Cllr Stubbs advised that the base of the enclosure is being put in. However, feels that a wooden roof is not substantial. Cllr Stubbs will speak to ACE Ltd.

b) **Joyce Plant Memorial Bench** – See agenda item 6c. Proposal made to except requested bench outlined by Mr Laws and for it to be placed on the High Street, under the cherry tree outside Mrs Clarkes bungalow. Clerk to notify Mr Law.

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

22. July Meeting: Clerk will be away for the July meeting. Proposal made to move it a week earlier to 9th July.

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

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

Cllr Pearce	Costs of a 'Chain of Office'.
Cllr Akerman	Childrens litterpicking equipment
Clerk	2018/2019 Annual Financial Report
Clerk	Health & Safety Policy
Cllr Flunder	Wentlows pitch fee
Cllr Buckley	Award scheme

Meeting was closed 21.56

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