

Meeting Minutes of the Parish Council held on Tuesday 9th July 2019 at Great Wood Hall at 7.15pm

Attendees: Councillors – Cllr Akerman (Chair), Cllr Stubbs (Vice-Chair), Cllr Pearce, Cllr Wilkinson, Cllr Hulme, Cllr Peck, Cllr Buckley & Cllr Trigger – S Morgan-Owen (Clerk) and no members of the public.

1. Chair’s Welcome:

- a) Recording notice not required – nobody attended to record the meeting.
- b) In the wake of recent developments Cllr Akerman would like to put into place a “Recording of Meetings Policy” and a “Media Policy”

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

2. Apologies Received from: Cllrs Bell, Flunder and McCormack.

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

Cllr Akerman	Item 16	Member of the GWH Committee
Cllr Stubbs	Item 18a	Works being carried out by family member
Cllr P Wilkinson	Item 8c	Employee
Cllr Hulme	Item 8 Item 16	Member of SMDC’s Planning Committee Chairman of Events Committee
Cllr Buckley	Item 6a	Neighbour

4. Minutes of Previous Meeting: The minutes of the monthly meeting of the council held on 18th June 2019, have been circulated. Cllr Buckley would like it noting that he was the proposer for item 5b and Cllr Trigger was the seconder:

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

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

No public attended.

6. Actions and Updates from the Previous Meetings:

- a) **Police Drop In Session:** Next session is 13th July, Cllr Akerman will try and attend but agreement made that this should be a Councillor/Police drop in session and each councillor should take their turn. Clerk to produce a rota.
- b) **Memorial Bench (Mr Plants):** Mr Law has advised family don’t want outside their house and would like to put elsewhere. Mr Law to advise where they would like it.
- c) **GWP Litterpicking Equipment:** Dropped with school. Mr Adamson will get children to write a thank you and send pictures of equipment being used.

7. Correspondence:

Date	From	Subject	Outcome
For Information			
a) 24/06/2019	Checkley Community Centre	Complaint from local farmer. Children getting through a hole in the hedge from play area to farmers field. Farmer concerned due to equipment used.	24/06 – hole blocked by Lengthsman and email sent to all local schools advising of dangers
b) 06/07/2019	Local Resident	Complaint about overgrown from Tean to Lower Tean	06/07 – emd Cllr Deaville
For Consideration			
c) 28/06/2019	Croxden Parish Council	Speed limit reduction support, Hollington Rd, Croxden	Council are willing to support and would also

			like to create a working party together.
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- 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:

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
a) SMD/2019/0360	31/07/2019	6 The Island, Upper Tean	Proposed change of use to concert existing ancillary residential accommodation into podiatrist consultation room.
Objection – Boundary is in a flood zone, additional parking is any issue, would also need to cross public right way, refers to waste being disposed of with general waste but surely there will be sharps and bodily materials so clinical was would be required. Proposed: Cllr Pearce – Second: Cllr Stubbs – Motion Carried			
b) SMD/2019/0402	24/07/2019	Hollinscroft House, Hollinscroft Court, Lower Tean	Variation of condition 2 relating to SMD/2017/0639
No objection			
c) SMD/2019/0379	07/08/2019	Meadow View, Hollington	Proposed erection of an agricultural building to house livestock and includes secure storage and a workshop
Support - Proposed: Cllr Peck – Second: Cllr Buckley – Motion Carried			

9. Financial Matters:

- a) Internal Auditor – Cllr S Buckley

Payee	Goods/Service	VAT	Total Amount	Cheque No
AOJ Mobile Welding	Tean Rec rocking horse repair	-	£200.00	3475
Denise Wheat Photography	Services – Cllr portraits	-	£50.00	3476
Great Wood Hall	Monthly Room Hire	-	£30.00	3477
Malcolm Price	Litterpicking Hrs	-	£147.78	3478
Steve Clarke	Lengthsman Fee	-	£1606.50	3479
Steve Clarke	Hollington Floral Tubs	-	£130.00	3479
Siân Morgan-Owen	Clerk Fees	-	£823.50	3480
Siân Morgan-Owen	Clerk Expenses (inc GWP litterpick equip)	-	£237.24	3480

Proposed: Cllr Wilkinson – 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) **Health & Safety Policy:** Cllrs Peck and Buckley to meet and collaborate using the NALC policy as a basis and bring back to the September meeting.
- d) **Volunteer Policy: Proposed: Cllr Buckley – Second: Cllr Pearce – Motion Carried**
- e) **Light Switch on Risk Assessment:** Cllrs Buckley and Peck to collaborate and bring back to September meeting. Cllr Buckley also mentioned a small write up from each councillor outlining their skills and areas of expertise for the website.

10. District Councillor's Announcements:

Cllr Wilkinson advises of a climate emergency meeting due to be held at SMDC 10th July.

Cllr Hulme touches on currently health restructure.

- 11. County Councillor's Announcements:** No report

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

- a) Cllr Hulme feels that the A50 roundabout at Draycott needs address before the houses are build. Clerk to email Draycott and Forsbrook to ask what provisions are being made regarding this development.
- b) Cllr Peck mentions potentially Japanese Knotweed on footpath 27. She will report to SCC.

13. GWH Recommendations from Great Wood Working Group:

Some points raised by the Great Wood Hall committee were:

- a) The car park was not completed to the required spec as an alternative to hardcore was used, and the council should address the contractors as it is not “fit for purpose.”
The Parish Council understand what is being referred to however, they do not feel the car park will collapse in a few short years.
- b) There was no planning permission obtained.
As the council were resurfacing no planning permissions were required.
- c) Barriers and lines required.
The council will look into this and utilise the remainder of the monies.
- d) The poor material used on the car park is killing the Yew trees. Would like a report from a tree expert.
Cllr Stubbs advises that the tree expert said the issue was not down to the car park materials.
- e) The parish council hasn’t given the hall any money in several years.
It was pointed out that the council provided funding for some flooring recently.
- f) The council only hold the working group meeting because they have a hidden agenda.
Council is only interested in supporting the committee with grant applications, works, event/club promotion and feels that as the public are paying £17k per year for the purchase of the hall so the council have a duty of care to be involved and report this back to the public to ensure council transparency.

The council would also like to request annual copy of their risk assessment and also their asbestos policy

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

- a) Portacabin keys – only copy is with Tean Albion. Clerk to either request back or they get 2 sets copied.
- b) Cllr Stubbs request M&S to come in and mow pitch. End of July (once only), Steve to continue as normal.

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

15. Neighbourhood Plan Recommendation from Steering Group:

Waiting for information from AECOM.

16. Community Events Team Recommendations from Working Group:

Cllr Hulme gave an overview of meeting held 4th July. The road won’t be closed. Clerk will send a letter to Tean Traders inviting to next meeting and Cllr Hulme will follow up with a visit. Council happy to support with mulled wine and leaflets again. Cllr Wilkinson to support with advertising in Uttoxeter Voice.

17. Lengthsman’s Brief:

- a) Lengthsmans report – nothing to report.
- b) Cllr Akerman with an update from the meeting held with Lengthsman 2nd July 2019.
 - I. Contract – Review after two years and a further two year contract.
Cllr Stubbs – Second: Cllr Buckley – Motion Carried
 - II. Wentlows dumping – Clerk to send a letter to residents and to look at price for fly tipping signs.
 - III. Wentlows planting of wildflowers – all in favour.
 - IV. Wentlows repair and painting of gate – Steve has painted.
 - V. Tean Rec grass growing through new surfacing – Clerk to go back to company and ask which they recommend.
Buddleia memorial flower bed - Cllr Wilkinson – Second: Cllr Hulme – Motion Carried
 - VI. Tired bench at cemetery. Clerk to put a notice of removal on.
 - VII. Painting of Tean bridge – Cllr Buckley to see if covered by item 21.
 - VIII. Old cemetery school project. Proposal for Steve to carry out risk assessment on headstone initially. **Cllr Pearce – Second: Cllr Wilkinson – Motion Carried**

- IX. Hollington Planters removed and stored at the end of the season - **Cllr Wilkinson – Second: Cllr Hulme – Motion Carried**

18. Recreational Ground Updates:

- a) **Electricity Supply** – Just waiting for EON to install meter – 24th July.
- b) **Welding update** – Rocking horse sorted but needs painting.
- c) **Trees:** Cllr Akerman as applied for some free trees.
- d) **Litterpicker extra pick:** Yes, Cllr Akerman to notify.

19. Cemeteries:

Resident would like to request an additional memorial in front of current headstone. Photograph of memorial and sketch of location provided to council. The council feel that this is not in keeping with the rest of the cemetery and may encourage random headstone/memorials.

- 20. Defibrillator Training Hollington:** Clerk to organise for sometime in September.

Cllr Wilkinson – Second: Cllr Peck – Motion Carried

21. Heritage Action Zone:

Cllr Buckley to continue with.

- 22. Chairpersons Chain:** Clerk to look into.

- 23. Hollington Walks Leaflet:** Proposal to use So Marketing

Cllr Wilkinson – Second: Cllr Hulme – Motion Carried

- 24.** Cllr Flunder makes the meeting just in time to remind everyone of his event on 20th July

25. Matters Pertaining to Issues in the Parish or for the Next Meeting (20th August 2019):

- Cllr Wilkinson Hollington Noticeboard
- Cllr Buckley Green Spaces
- Cllr Trigger Digital Mapping

Meeting was closed 21.37

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