

Meeting Minutes of the Parish Council held on Tuesday 17th September 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 Peck, Cllr Buckley, Cllr Bell & Cllr McCormack – S Morgan-Owen (Clerk) and 2 members of the public.

1. Chair’s Welcome:

2. Apologies Received from: Cllr Trigger

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

Cllr Akerman	Item 13	Member of the GWH Committee
Cllr Stubbs	Item 18a	Works being carried out by family member
Cllr Hulme	Item 5 Item 8 Item 16	Member of SMDC’s Planning Committee Member of SMDC’s Planning Committee Chairman of Events Committee
Cllr Flunder	Item 5 Item 8 Item 15	Member of SMDC’s Planning Committee Member of SMDC’s Planning Committee Chairman of NDP Steering Group
Cllr Wilkinson	Item 8a	Neighbour
Cllr Peck	Item 8b	Neighbour
Cllr Bell	Item 6d	Lives on the street
Cllr Buckley	Item 6d	Lives on the street

4. Minutes of Previous Meeting: The minutes of the monthly meeting of the council held on 9th July 2019, have been circulated. Cllr Stubbs (although it’s not mentioned in the minutes) wants to advise that regarding item 18b ‘he’ did not discuss costs of repair with the welder.

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

19.26 – Cllrs Flunder & Hulme leave declare an interest as members of the SMDC Planning Committee. Cllr Peck also declares an interest and moves to the public participation area.

All in favour to suspend Standing Orders

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

Application SMD/2019/0492

Representative of Hollington Residents Association advises that the association strongly objects to this application and outlines why.

Neighbour to the proposed application advises they strongly object and why.

All in favour to reinstate Standing Orders

All remaining councillors are in favour of moving agenda item 8 up the agenda to address planning applications now.

8. Planning Applications: Application are reviewed by the planning coordinators.

e) Protocol for consideration of planning applications:

Cllr Bell outlines framework for considering applications. Cllr Wilkinson will call in if an officer goes against what the parish council suggests.

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/2019/0484	13/9/19	Stalkers Cottage, Quarry Bank, Hollington	Replace the existing outbuilding with a room above, the addition of 2 no dormers to the cottage roof.
<i>No Comments</i>			
b) SMD/2019/0492	10/9/19 EG	Land off Main Rd, Hollington	Outline permission with details of access (all other matters reserved) for erection of 3no. affordable dwellings (discounted market sales housing)
<i>Cllr Bell recommends that the council does not support the application. Proposal made to strongly object (CPC/2019/018), and outline reasons to SMDC planning. Cllr Wilkinson has called this into committee. Proposed: Cllr Stubbs – Second: Cllr Buckley – Motion Carried</i>			
c) SMD/2019/0436	03/9/19 EG	Olive Tree Park, Uttoxeter Rd, Checkley	Extension to amenity block.
<i>Recommendation to object (CPC/2019/017). Cllr Wilkinson to call in. Proposed: Cllr Stubbs – Second: Cllr Buckley – Motion Carried</i>			
d) SMD/2019/0496	21/09/19	6 Hollinscroft Court, Lower Tean	Outline permission with all matters reserved for 1no. new dwelling with separate garden space to front and rear and 2no. parking spaced on land adjacent to existing house.
<i>No Comments</i>			

Cllr Flunder & Hulme return to the meeting.

6. Actions and Updates from the Previous Meetings:

- a) **Police & Councillor Drop In Session:** Cllr Buckley advised that a couple of residents turned up. Issues raised were:
- I. Youths riding quad bikes on WMG, because there are no signs up the police can't enforce anything. Clerk to look into signage.
Hedge requires trimming at end of Hollington Rd path, youths are smoking illegal substances. Clerk to put a work request into SCC (4172086).
 - II. Cllr McCormack is the representing Cllr on 12th October. Cllr McCormack is unsure if able to attend but will arrange a replace if required.
- b) **Wentlows Hedge:** Clerk to advise resident that the gap between fence and hedge is to take bins out and therefore the property owners responsibility (CPC/2019/020).
- c) **Parishes Together Meeting:** Cllr Flunder advises this is scheduled for tomorrow and will report back at next meeting.
- d) **Painting of Riverside Railings:** Cllr Bell produced a costing of approx. £300 and has a couple of volunteers to carry out the works.
Proposed: Cllr Flunder – Second: Cllr McCormack – Motion Carried
Cllr Stubbs then suggest someone checks prices at JTF.
- e) **Old Cemetery:** Approval for works received from SMDC, clerk will organise with MT&GC and write to neighbours (CPC/2019/021).

7. **Correspondence:** Nothing to report.

9. Financial Matters:

- a) Internal Auditor – Cllr S Buckley

Payee	Goods/Service	VAT	Total Amount	Cheque No
Mazars	External Audit 2018/19	£60.00	£360.00	3490
Gerald Crookes	Youth Club Leader	-	£684.00	3491
ROSPA Play Safety	3x Play Area Inspections	£52.30	£313.80	3492
Great Wood Hall	Meeting Room Hire	-	£10.00	3493
Malcolm Price	Litterpicking and Expenses	-	£277.04	3494
Steve Clarke	Lengthsman Fee		£1,599.75	3495
Siân Morgan-Owen	Clerk Fee	-	£816.75	3496
Siân Morgan-Owen	Clerk Expenses	-	£98.61	3496

Proposed: Cllr Bell – Second: Cllr Flunder – 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) **H&S Update:** Cllrs Buckley & Peck are yet to meet. Need some form of tenancy agreement. Cllr Peck to make of list of issues that need addressing, Cllr McCormack to make contact with Mr Murphy (solicitor), clerk will also investigate options.
- d) **2018/2019 AGAR Report:** Copy of the completed return along with the external auditor's report was emailed to councillors 25th September 2018. Clerk would like to just go over the external auditor's report and advised councillors that the following was advised – Fixed Assets figure does not agree, the parish council has not fully implemented recommendations made in 2017/2018 external auditors report and have therefore answered yes incorrectly in the assertions, and also the clerk remains to be self-employed. In response the Councillors feel that the asset figure will be sorted, to the best of their ability they implement recommendations made, however, they are more than happy to continue with the clerk being self-employed and have no desire to change this but will use the term 'freelance' going forward.
Clerk advised that the notice of conclusion will be made public along with full annual return via the website from 18th September 2019.

10. District Councillor's Announcements:

Cllr Hulme gives an update regarding services being re-arranged.

11. County Councillor's Announcements: Cllr Flunder brief update regarding A521 closure.

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

- a) **Highways liaison meeting is 6th September:** Cllr Stubbs gives an overview of what was discussed. Cllr Buckley declared an interest in The Island.
- b) **Himalayan Balsam:**
- I. River Tean – 4171435 – Advised by SCC that this is not their issue as it's on the riverbank. Cllr Bell advises that he will lead a team of volunteers to remove it in April 2020.
 - II. Leigh Lane – 4171434 – Clerk raised a SCC query at the request of Cllr Hulme. Now with SCC for resolution.

13. GWH Recommendations from Great Wood Working Group:

- a) **AGM Update:** Cllr Akerman advised that nothing really to report and the AGM was rushed through.
- b) **Working Group Meeting:** Next meeting is 8th October 6.30pm. GWH have request the meeting to be held on a totally separate evening to their meeting going forward, Council agreed to sort after October meeting.
- c) **Car Park Lines Update:** Cllr Trigger is re-sketching out plans.

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

- a) **Football Club Portacabin:** Cllr Buckley has taken a look and from a Health & Safety point of view this needs removing asap. Proposal made get cabin removed, and the old roller and clerk to notify the football team (CPC/019/022).

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

Cllr McCormack to speak to Hartleys and obtain a price, if it comes in within the Chair allowance Chair will authorise.

Cllr Flunder suggested that maybe prices for a metal, secure shed could be obtained.

15. Neighbourhood Plan Recommendation from Steering Group:

Meeting scheduled 3rd October.

16. Community Events Team Recommendations from Working Group:

- a) **Meeting Update (12th Sept):** Cllr Hulme gave an update.
- b) **Risk Assessment:** With Cllr Buckley. Apologised not yet sorted, had equipment issues.

17. Lengthsman’s Brief:

- a) **Water Retention on Rec:** Clerk has but a call into Severn Trent.
- b) **Checkley hedge Hole:** He has covered hole with wood.
- c) **Cemetery Wall:** He would like to remove debris and soil from the wall to expose it. – All in favour of a winter job.
- d) **Hollington Picnic Benches:** These are beyond repair. He suggests moving the benches (always mentioned on the RoSPA report) at Tean rec be moved up to Hollington. All in favour.
- e) All in favour of the Lengthsman coming along to a few meetings a year to answer any questions regarding works. Clerk to advise.

18. Recreational Ground Updates:

- a) **Enclosure:** Quote received for additional works £1.3k
Proposed: Cllr Wilkinson – Second: Cllr Flunder – Motion Carried
- b) **RoSPA Update:** Cllr Akerman awaiting quotes, Cllr McCormack arranging a meeting with Steve. All in favour to move to October agenda.

19. Heritage Action Zone: Cllr Buckley gave an update.

20. Matters Pertaining to Issues in the Parish or for the Next Meeting (15th October 2019):

Youth Club meeting 26th September – Youth Liaisons to report.

VE Day Celebration

GWH wall, neighbour’s encroachment – Cllr Stubbs request on agenda for working group.

Regular H&S review – Cllr Peck

Cllr Hulme – Speeding Hollington.

Meeting was closed 22.15

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