

Meeting Minutes of the Parish Council held on Tuesday 15th October 2019 at Great Wood Hall at 7.15pm

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

1. Chair’s Welcome:

2. Apologies Received from: Cllrs McCormack, Wilkinson, Pearce, Trigger & Flunder will be late.

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

Cllr Akerman	Item 13a & c	Member of the GWH Committee & Youth Club Committee
Cllr Stubbs	Item 16c	Works being carried out by family member
Cllr Hulme	Item 8 Item 16	Member of SMDC’s Planning Committee Chairman of Events Committee
Cllr Flunder	Item 8 Item 15	Member of SMDC’s Planning Committee Chairman of NDP Steering Group
Cllr Peck	Item 15	NDP Steering Group
Cllr Bell	Item 15	Chair of Upper Tean Residents Association

4. Minutes of Previous Meeting: The minutes of the monthly meeting of the council held on 17th September 2019, have been circulated. They have been confirmed as an accurate and true record:

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

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

No attendees

6. Actions and Updates from the Previous Meetings:

- a) **Police & Councillor Drop In Session:** Cllr McCormack advised that no public attended. However, PCSO Staples has provided updates regarding previous issues:
Cllr Bell is the representing Cllr in November.
- b) **Wentlows Hedge:** Resident was not happy with council’s response (*CPC/2019/020*). He feels it is the council’s responsibility but declined the offer to attend the meeting to speak to the council directly. He has advised that he will hire someone to sort and send the council the invoice. Clerk has spoken to Solicitors and they think it’s a boundary hedge and therefore resident’s responsibility. Council will not be cutting the residents side of the hedge, will also not pay should the council be in receipt of an invoice. Cllr Stubbs will visit the resident (and ask Cllr McCormack to attend with him).
- c) **Painting of Riverside Railings:** Cllr Bell felt it was unnecessary to obtain more prices from JTF. JTF don’t do the paint required. He feels this volunteer task would be best being revisited in the Spring as the repairs by SCC may have also been completed by then. He also doesn’t feel that he should have to purchase this to then be reimbursed. Clerk advised that the council only pays by cheque due to the requirement legally of having two authorised signatories, therefore a card is not an option. Clerk also advises against petty cash from an audit point of view.
- d) **Old Cemetery:** Works complete. Contractor advised a letter to BT asking them to sort cables (*CPC/2019/025*).
Proposed: Cllr Stubbs – Second: Cllr Buckley – Motion Carried
- e) **Bench:** Mr Laws was advised that he spoke to SMDC to obtain authorisation to place commemorative bench and has not been advised that due to location is it a parish council decision. Clerk to notify Mr Laws to proceed.
Proposed: Cllr Stubbs – Second: Cllr Hulme – Motion Carried
- f) **United Charites:** Cllr Akerman advised what the charity is about and that previously the PC has been involved and should have three trustees on the committee. Cllrs Akerman, Bell and Buckley will now represent. Next meeting is 23rd October, 7:30pm.

7. Correspondence:

Date	From	Subject	Outcome
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For Information			
a) 23/09/19	Biddulph TC	NDP Referendum	Clrs aware
For Consideration			
b) 01/10/19	Resident	Amended Boundary	Cllr Stubbs to check before letter sent.
c) 26/09/19	Resident	Streetlight not working (Greatwood/Hollington)	Clerk reported to SCC if they don't sort contact EON

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

Cllr Hulme advised that the planning application for Olive Park is on the planning meeting for decision this Thursday. Need a representative from the Parish Council. No attending councillors are available, Clerk to send an email out. It was also noted that there has been no local resident representation objecting to this application.

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/2019/0546	04/10/19 EG	75 Parklands Road, Upper Tean	Proposed 1 st flr extension
<i>No Comments</i>			
b) SMD/2019/0609*	29/10/19	46 Parklands Road, Upper Tean	2 story side extension
<i>No Comments</i>			

9. Financial Matters:

a) Internal Auditor – Cllr S Buckley

Payee	Goods/Service	VAT	Total Amount	Cheque No
TalkTalk	GWH Phone & Broadband	£6.79	£40.74	Direct Deb
AEDdonate	Annual Defib Test & Jan 2020 Training	-	£159.00	3497
Moled Over	Parish Mole Removal	-	£180.00	3498
New Haden Metals Ltd	Skip Exchange and Annual Hire	40.00	£240.00	3499
MTAGC	Old Cemetery Tree Works	£50.00	£300.00	3500
Great Wood Hall	Meeting Room Hire	-	£10.00	3501
Royal British Legion	Gazebo & Annual Poppy Donation	-	£708.00	3502
Steve Clarke	Lengthsman Fee	-	£1046.25	3503
Malcolm Price	Litterpicking and Expenses	-	£303.40	3504
Siân Morgan-Owen	Clerk Fee	-	£1103.63	3505
Siân Morgan-Owen	Clerk Expenses (inc Xmas leaflets)	-	£179.51	3505

Proposed: Cllr Peck – Second: Cllr 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) **Eon:**

- I. Annual increase (High St) – all happy with the 1p a day increase
- II. Billing (Tean Rec) – clerk got to zero billing. Lengthsman had issue with metre reading (could be because it's on zero). Cllr Stubbs will double check and report back to clerk.

d) **Annual Precept** meeting is booked for 14th January, 7pm.

e) **Bi-Annual Finance Report:** Councillors provided with electronic copies and hard copies (available on request).

10. District Councillor's Announcements:

Cllr Hulme gives a brief overview.

11. County Councillor's Announcements: See end of minutes

- 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** – Meeting scheduled 15th November 2019. Cllr Hulme asked for grit to be on the agenda. Cllr Hulme also mentioned the traffic lights at Lower Tean.
- 13. GWH Recommendations from Great Wood Working Group:**
- a) **Extraordinary Meeting 3rd October:** Cllr Akerman advised that nothing really to report and the AGM was rushed through.
- I. They have been confirmed as an accurate and true record:
Signed by the chairman and **Proposed: Cllr Stubbs – Second: Cllr Hulme – Motion Carried**
- II. Cllr Peck gave an overview. She will be meeting with Leanda (GWH Caretaker) next week. Cllr Bell advised that the compliance team are happy to get involved and will put forward a meeting between them, several councillors (Cllrs Peck, Bell and one other) and a member of the GWH committee.
- b) **Working Group Update Meeting 8th October:**
- I. Cllr Stubbs and Cllr Trigger are working on the measurements.
- II. Coping stones have been removed from boundary wall. Mr Ball feels this is the residents wall so can therefore remove them. Clerk has message solicitor for confirmation.
- c) **Management Committee Meeting 8th October:**
- I. Cllr Peck advised that the Youth Club are moving into the old nursery and are looking to replace the floor (lay on the top like history room due to asbestos). Cost is approx. £1,192 +VAT. Cllr Wilkinson has offered some funding from his district councillor fund. Concerns raised with regards to where the Council currently stand at GWH. Proposal to look at funding in next years budget.
Proposed: Cllr Bell – Second: Cllr Buckley – Motion Carried
Amendment to proposal made to pay for the floor out of the car park fund and not bother with the white lines for now.
Proposed: Cllr Stubbs – Second: Cllr Peck – Amendment Carried
- II. Cllr Akerman gave an overview of the youth club AGM.
- 14. Checkley & Tean Sports Club Recommendations from Working Group:**
- a) **Football Club Portacabin:** Cllr McCormack has advised that his contact will not be able to remove it for the original cost. Lengthsman obtained a cost from Hartleys of approx. £700 for removal. Was previously mentioned by Cllr Wilkinson that it could be removed for approx. £400.
Proposal made that the football club remove this structure asap or use of the pitch will be suspended.
Proposed: Cllr Akerman – Second: Cllr Hulme
Amendment to the proposal made that in addition to the removal of the structure the club must use a reputable and competent contractor (inc all the relevant insurances, risk assessment's etc).
Proposed: Cllr Peck – Second: Cllr Bell – Amendment Carried
- 15. Neighbourhood Plan Recommendation from Steering Group:**
Cllr Bell gave an update and the steering group are currently commenting on the long awaited AECOM report.
- 16. Community Events Team Recommendations from Working Group:**
- a) **Meeting Update (10th October):** Cllr Hulme gave an update and also asked councillors for funding for mulled wine, Santa's favours, light up toys, £50 donation for Cheadle Academy Choir and £100 donation for Cheadle Carnival.
Proposed: Cllr Hulme – Second: Cllr Bell
- b) **Risk Assessment:** Cllr Buckley recommends keeping the same risk assessment this year and he will attend the event as the Health and Safety marshal and review the RA for next year.
- c) **Christmas Tree Requirements:** Proposal made for enough trees for the brackets approx. 25 and 3 larger trees for High St, Hollington and GWH.
Proposed: Cllr Peck – Second: Cllr Hulme – Motion Carried
- d) **Poppy Wreaths:** Cllr Stubbs requested he continue to do Checkley. Cllr Buckley will lay at Tean in Vice Chairs place and Cllr Hulme will lay Hollingtons.
20:27 – Cllr Flunder enters the meeting.

- e) **VE Day:** Cllr Hulme advised there is a plan for a celebration on 3rd May. Parade from High St to Christchurch lead by RBL followed by a 1940's style street/garden party at Great Wood Primary School. Events committee will be involved and looking for CPC support also.
- f) **Summer Event:** Cllr Hulme advised the plan is 11th July (Country Show), 12th July (Open Air Church Picnic).
- 17. Parishes Together Working Group:**
- a) Overview provided by Cllr Flunder.
- b) Masterplan letter signed by those attending.
Proposed: Cllr Flunder – Second: Cllr Hulme – Motion Carried
- 18. Hollington Speeding:**
- a) Cllr Hulme advised that no speed watch sessions have taken place due to current traffic lights in village and lack of volunteers. Cllr Buckley will look into other speed reduction options.
- b) Croxden PC Collaboration: Council accept the presented framework from Croxden PC and would like to move forward with this. CPC representatives will be Cllrs Peck & Wilkinson. Clerk to email Croxden clerk with some dates.
Proposed: Cllr Flunder – Second: Cllr Hulme
- 19. Defibrillators:**
- a) **Hollington Training Day:** Schedule for 29th January 2020
- b) **Annual Report:** AEDdonate have done annual checks (as requested last year). Checkley fine, Hollington fine, GWH faulty again recommend replacement as now over 15 years old. Currently have placed a loan unit in there, bring back to next meeting. Shades – worse machine he's ever seen, cabinet is not fit for purpose, mould on machine, currently has a fault to send back to manufacturers but because of the condition it's kept in it may void the warranty. Current black bagged. This machine is not the parish councils responsibility. Proposal to send a letter to Shades (CPC/2019/026). **Proposed: Cllr Hulme – Second: Cllr Buckley**
21:20 – Cllr Peck leaves the meeting.
- 20. Lengthsmans Report:** Cemetery wall – Cllr Stubbs will have a look before he works on it.
- 21. Recreational Ground Issues:**
- a) **Water Retention & Gate:** Clerk to keep on to Severn Trent and provide a deadline. ACE are sorting post with Western Power.
- b) **RoSPA Inspection Report:** Ongoing
- c) **Replacement Part:** Move to next month.
- 11. County Councillor's Announcements:** Cllr Flunder would like to go back to the agenda item now he is here. Refers to the changes to the no 32 bus and proposes a letter to SCC (CPC/2019/027).
Proposed: Cllr Flunder – Second: Cllr Bell
Cllr Flunder also speaks about changes in legislation regarding disabled access on school buses.
- 22. Matters Pertaining to Issues in the Parish or for the Next Meeting (19th November 2019):**
Cllr Flunder advises he is hosting a horse riding event in Uttoxeter.

Meeting was closed 21:38

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