

Meeting Minutes of the Parish Council held on Tuesday 19th January 2021 remotely via Zoom at 7.15pm

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

1. Chair's Welcome:

Clerk read virtual meeting policy.

2. Apologies Received from:

Cllr Trigger	Unwell
Cllr McCormack	Social Commitments
Cllr Pearce	Work Commitments

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

Cllr Hulme	Item 11 Item 14.7.2	Member of SMDC's Planning Committee Part of the Village Hall Committee
Cllr Wilkinson	Item 11	Member of SMDC's Planning Committee
Cllr Flunder	Item 11 Item 15	Member of SMDC's Planning Committee Chairman of Neighbourhood Plan Steering Group
Cllr Bell	Item 15	Member of the NDP Group

4. Minutes of Previous Meeting:

The minutes of the monthly meeting of the council held on 15th December 2020 have been circulated. They have been confirmed as an accurate and true record:

Signed (electronically) by the chairman and **Proposed: Cllr Hulme – Second: Cllr Bell – Motion Carried**

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

Standing orders suspended – all in favour.

19.26 – Cllr Flunder leaves the meeting.

5.1 Cllr Peck – On behalf of Hollington Residents – Application SMD/2020/0736 & 2021/0004

All in favour of moving agenda items 11.3 & 11.4 up the agenda:

11.3	SMD/2020/0736	10/02/2021	Cross Farm, Main Road, Hollington,	Conversion of existing storage building to form residential dwelling
11.4	SMD/2021/0004	10/02/2021	Holiday Cottage, Cross Farm, Main Road,	Erection of a two storey rear extension

Cllr Bell to compile a letter (CPC/2021/002) of objection on behalf of the council and residents and also address the query of the amount of applications and assigned officers for this particular address.

Cllrs Wilkinson or Hulme to call applications in.

Proposed: Cllr Peck – Second: Cllr Akerman – Motion Carried

19.45 – Cllr Buckley leaves the meeting.

5.2 Esther Janes – Support Staffordshire – Hollington Village Hall

Outlines options open to Hollington VH and it's trustees.

20.06 – Cllr Flunder return to the meeting.

Standing orders reinstated – all in favour.

6. District Councillor's Announcements:

Nothing to report.

7. County Councillor's Announcements:

No update provided by Cllr Deaville.

8. Actions and Updates from the Previous Meetings:

- 8.1** Disable Facilities Grant – Cllr Bell advises he has made an application for a grant and met with Sarah Blore. He will keep us updated.
- 8.2** Tean Toilets – Cllr Wilkinson advises no update.
- 8.3** Friends of the Earth – Cllr Bell to resend details to clerk so the PC can implement some of the website requirements.

9. CoVid-19 Updates:

- 9.1** Mid-month “catch up” – Councillors agree to reinstate with the first one being 1st February, 11am.

10. Correspondence:

Date	From	Subject	Outcome
For Information			
10.1 09/01/2021	Lower Tean Resident	Grit bin / Litterbin Request	Clerk to respond and advised bin will be taken under consideration but refer to SCC regarding grit bin.
10.2 09/01/2021	Tean WI	Display Fixings	Council happy to support.

11 Applications are reviewed and advised on by Planning Coordinators, comments are then passed via the SMDC portal or email.

Applications for Consideration				
	SMDC No * P/work not rec'd from SMDC in time for CPC meeting	End of Consultation Period * Ext Grant	Address	Proposed Application Details
11.1	SM.20/03/169M		Broadmoreside Quarry, Hollington	Variation of conditions 4&5 of planning permission SM13/004/169M for extension of time for working of quarry to 31/5/2025 and completion of restoration date to be amended to 31/5/2026
No Comment				
11.2	SMD/2020/0669	19/01/2021	Star Cottage, Tenford Lane, Tean,	Single Storey Extensions to the Side and Rear
No Comment				
11.3	SMD/2020/0736	10/02/2021	Cross Farm, Main Road, Hollington,	Conversion of existing storage building to form residential dwelling
See agenda item 5.1				
11.4	SMD/2021/0004	10/02/2021	Holiday Cottage, Cross Farm, Main Road,	Erection of a two storey rear extension
See agenda item 5.1				

12. Financial Matters:

12.1 Payments: Due to remote meeting all councillors were provided copies of invoices and cheques.

Payee	Goods/Service	VAT	Total Amount	Cheque No
12.1.1 Malcolm Price	Litterpicker	-	£312.22	3626
12.1.2 Steve Clarke	Lengthsman Fee & Expenses	-	£634.25	3627
12.1.3 Siân Morgan-Owen	Clerks Fee	-	£784.00	3628
12.1.4 Siân Morgan-Owen	Clerks Expenses	£6.93	£97.51	3628
12.1.5 TalkTalk	GWH Broadband and Phone – Jan	£7.19	£43.14	DD
12.1.6 TalkTalk	GWH Broadband and Phone – Feb	£7.19	£43.14	DD
12.1.7 Surrey Hill Solicitor	GWH Lease Issue	£120.00	£720.00	3629
12.1.8 Mazars LLT	2020 Audit Fes	£60.00	£360.00	3630
12.1.9 AED Donate	Annual Maintenance 3x Defibs	-	£60.00	3631
12.1.10 New Haden Metals	Cemetery Skip Exchange	£20.00	£100.00	3632

12.1.11 EON	Electricity – High St & Tean Rec	£2.63	£55.24	3633
	Total Out	£223.94	£3,229.50	
Money In				
12.1.12 Various	Cemetery Fee's	-	£1,030.00	100445
	Total In		£1,030.00	

Cllr Wilkinson – Second: Cllr Stubbs – Motion Carried

12.2 Latest banking/accounts information has been emailed to Councillors:

Current Account bank statement, reconciliations (all accounts), precept spend to date, GWH payments and earmarked funds were provide to the councillors electronically.

12.3 2021-2022 Precept Requirements and Budget Details

12.3.1 Minutes of the Precept Meeting Minutes held on 12th January 2021 have been circulated and agenda items 4.1 and 4.2 agreed and also the following:

12.3.2 2021/2022 Precept Requirement – Agreed to raise the precept by 1.5%, which is an increase of 62p per year on band D.

12.3.3 2021/2022 Budget Allocation – The below budget allocation was agreed.

	2021-2022 Precept Budget	
	Recommended	Agreed
	1.5% (1.498%) Increase £68,359.72	Agreed
Rates for Cemetery	£ 630.00	£630.00
Cemetery Skip	£ 700.00	£700.00
War Memorials	£ -	-
Equipment Hire / Sub Contract Works	£ 150.00	£150.00
Lengthsman / Grasscutting	£ 12,600.00	£12,600.00
Litterpicker	£ 3,900.00	£3,900.00
Clerks Salary	£ 12,000.00	£12,000.00
Clerk/Admin Expenses	£ 5,200.00	£5,200.00
Donations / Gifts	£ -	-
Meetings at Village Hall	£ 160.00	£160.00
Projects	£ 5,500.00	£5,500.00
Contribution to Village Halls	£ 150.00	£150.00
Youth Project	£ 2,500.00	£2,500.00
Hollington	£ 200.00	£200.00
Tean Recreation Ground	£ 500.00	£500.00
Tean High Street	£ 4,500.00	£4,500.00
Well Meadow Garden	£ 50.00	£50.00
Checkley	£ 200.00	£200.00
Cemeteries (inc Hedges)	£ 200.00	£200.00
Public Steet Lighting & High St Power	£ 1,100.00	£1,100.00
The Wentlows	£ 50.00	£50.00
Play Equipment / Inspection	£ 270.00	£270.00
Elections	£ -	-
GWH	£ 800.00	£800.00
GWH Purchase	£ 17,000.00	£17,000.00
Sub Total (Exc VAT)	£ 68,360.00	£68,360.00

12.3.4 Earmarked Reserves review:

Earmarked Reserves	31/03/2020	24/12/2020
Total Reserve Monies	£ 72,277.08	£ 108,558.59
Recommended 4 Months Free Funds	£ 35,000.00	£ 30,000.00

Emergency Contingency	£ 6,000.00	£ 6,000.00
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Remaining Reserves Available for Earmarking	£ 31,277.08	£ 72,558.59
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Project	Completed	Earmarked
Christmas Lights Improvement	£ 415.75	£ 3,000.00
Solicitors Fees (GWH Project)	£ 1,412.00	£ 4,000.00
Greatwood Hall Meeting Accessibility		£ 2,000.00
Tean Rec Roundabout Floor		£ 1,700.00
Fence Around Wentlows Play Area		£ 4,000.00
Completion and Referendum of NDP		£ 7,000.00
Cemetery Expansion Project		£ 15,000.00
Covid/Community Support		£ 2,000.00
Hollington Village Hall		£ 16,000.00
Accessibility Path (Tean Rec)		£ 16,000.00
Floral Display Additions		£ 1,000.00
Total Amount Earmarked	£ 1,827.75	£ 71,700.00

Proposal was made to replace roundabout to Heritage Trail and accept other ring fenced amount but to review every 6 months.

Proposal of 12.3 Cllr Wilkinson – Second: Cllr Hulme – Motion Carried

21.09 - Cllr Buckley returns

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

13.1 Cllr Hulme Grit Issue – Item discussed under 10.1

13.1.3 Cllr Wilkinson would like a pothole outside Old Stables, Main Road addressing due to the resident being disturbed by drivers complaining about damaging their car. Clerk to report (or find previous report) and ask Cllr Deaville to look into.

13.1.4 Cllr Peck advises the ponding situation across the level has not been addressed. Lengthsman, Cllr Stubbs and Cllr Wilkinson to meet and look to see if the Lengthsman can carry out the works.

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

14 Environment:

14.1 Lengthsman & Litterpickers Report:

14.1.1 Clerk advises that litterpicker is attending Hollington more often during lockdown. New bin also required, clerk to find prices.

14.2 WMG/Tean Rec – Cllr Stubbs advised works have been carried out on WMG. Cllr Bell advised that he has applied for a Community Climate Grant to purchase some trees.

14.3 Wentlows: Clerk advised bench been vandalised, Lengthsman is looking into replacing damaged timber.

14.4 Hollington:

14.4.1 Noticeboard: Cllr McCormack advised (in writing) that the noticeboard is complete and should be in situ in next 10 days.

14.4.2 Wall: Clerk advised letter has been sent to Sir Bill, no response. Cllr Wilkinson to ask residents if they are happy for the Council to go to the newspaper.

14.4.3 Litterbin: See 14.1.1

14.5 Health and Safety:

14.5.1 RoSPA Play Equipment Update: Cllr Akerman provided information to advise this is still a working progress.

14.5.2 Checkley Play Area: Waiting for better weather.

14.6 Cemetery Expansion: Clerk to look into planning permission and speak to SMDC.

14.7 Village Hall Updates:

14.7.1 Greatwood Hall

14.7.1.1 Cllr Akerman advised no updates to report from the meeting other than they have instructed solicitor (Tim Halliday).

14.7.1.2 Update regarding lease: Proposal made to forward solicitors email received to Surrey Hills for them to respond on the Councils behalf.

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


14.7.2 Hollington: Cllr Wilkinson advised next meeting is 27th January, he will push for an AGM.

14.8 Other Environmental Issues: Nothing

15 Neighbourhood Plan Update: We are currently in consultation.

16 Matters Pertaining to Issues in the Parish or for the Next Meeting (16th February 2021)
Nothing raised.

Meeting was closed 22.00

I hereby state this is a correct account of the monthly meeting held by Checkley Parish Council.	
Signed: (Chair)	Councillor 
Date:	16/02/2021

