

Meeting Minutes of the Parish Council held on Tuesday 15th November 2022 at Greatwood Hall at 7.15pm

Minute Ref Code prefix: 11/2022

Members Present:

Cllr Stephen Bell (Chair)	Cllr Steph Akerman (Vice)	Cllr Alan Hulme	Cllr Pete Wilkinson
Cllr Sandra Peck	Cllr Keith Flunder	Cllr Bryan Stubbs	Cllr Colin Pearce
Cllr Steve Buckley			

In Attendance:

Siân Morgan-Owen – Clerk	2 Members of the Public
--------------------------	-------------------------

1. Chairman's Welcome:

Cllr Bell opens and welcomes everyone to the meeting.
A minute's silence was held in honour of Mary Hulme

2. Apologies:

Cllr Trigger	Dispensation granted renewed January 2022
Cllr Hulme	Holiday

3. Declaration of Interests:

Member	Agenda Item	Nature
Cllr Bell	14	Vice -Chair and Document Controller for NDP Steering Group
Cllr Wilkinson	10 13.8	Member of SMDC Planning Committee Member of Hollington VH Committee
Cllr Flunder	10 14	Member of SMDC Planning Committee Chairman of the NDP Steering Group
Cllr Hulme	10	Member of SMDC Planning Committee

4. Minutes of the Previous Meeting:

The minutes of the meeting of the Parish Council held on 18th October 2022 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

5. Public Participation:

7:20pm Cllrs Flunder, Hulme and Wilkinson left the room.

2 Residents of Furlong Road Estate– SMD/2022/0479 - Retrospective

New fence is higher and closer to the pavement making visibility difficult. Local surrounding residents have not been notified of planning application, nor have notices been put in place.

Cllr Bell advises that this is not on our November as notification was only received 15/11 after agenda was publicised. Clerk to write to planning officer and ask for an extension and advise that residents have not been made aware.

7:31pm Councillors returned.

- 6. District Councillor Announcement:** Cllr Wilkinson provides a report. Including SMDC planning officers using the wrong policies against planning applications. Cllr Flunder also advised an update on the Fole Dairy application. He would also like a note of thanks minuting for local resident Carolynn for her research and support.
- 7. County Councillor Announcements:** Cllr Flunder provided an update in the absence of Cllr Deaville.
- 8. Actions and Updates from Previous Meetings:**
- 8.1** Update from Highways Liaison meeting. 15th November 2022 – Cllr Bell provided an update.
 - 8.2** Memorial Bench – Still with Cllr Stubbs and Pearce
 - 8.3** Storage – Cllr Flunder has potentially room for storage, couple of councillors to take a look.
 - 8.4** Floral Displays – Cllr Bell has revised and the clerk will type it up and distribute ready for December meeting. Includes potential for volunteer contribution.
 - 8.5** Standing Orders – Cllr Bell has reviewed and clerk will type up and distribute ready for December meeting.
- 9. Correspondence:**
- Marianna Pagoulatou – SCC/Amey – Consultation double yellow lines Hollington Road.
Proposal made to feedback - continue lines passed numbers 9 & 11 to deter parking on both sides of the road. Reduce lines outside no 14 to just cover the gate. This allows parking for church.

Elizabeth Theobold – United Charities – Annual Payments

United Charities are in the process of moving bank accounts and has no current access to funds. Request for PC to cover payments this year and United Charities to reimburse once sorted.

Proposal made to make a personal cheque out to a trustee for them to cash and distribute funds.

Amendment to the proposal made that the PC write the 9 individual recipients' cheques and the charity repay PC once bank accounts are sorted. This is also required in writing.

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

Helen Smytheman – Greatwood Hall Committee – Defibrillator Maintenance

Advised they were under the impression the PC would pay for replacement parts as this is a community asset.

Clerk to advise that the PC will cover the costs of an annual maintenance check and training for all village hall however, replacement items are responsibility of the committee as with other village halls.

10. Planning Applications and Related Issues from the Planning Coordinators:

Where possible comments will be submitted via SMDC's planning portal.

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
10.1.1	SMD/2022/0491	25/11/2022	112, Draycott Road, Upper Tean	An outbuilding for use as a garage and carport with a large south facing roof for up to 16Kw solar PV array, installed EV charger and possible battery.
The council agreed to not comment				

- 10.2** Cllr Akerman agreed to become an additional planning coordinator. Clerk to no longer minute commenting coordinators name.
- 10.3** Blythe Park Development – Cllr Bell updated
- 10.4** Novus Solar Array – agreement previously signed by Draycott PC, Checkley PC representatives Cllrs Bell and Akerman signed and witnessed by the Clerk. Documents to be returned to Novus as requested.

11. Financial Matters & Governances:

Cllr Pearce donated his old iPhone to the PC. Council agreed to reimburse Cllr Pearce £100.

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

11.1 Authorisation of Cheques and Payments: Internal Auditor – Cllr Akerman

	Payee	Goods/Service	VAT	Total Amount	Cheque No
11.1.1	JLK Accounting	PAYE issues	-	£50.00	3831
11.1.2	SCC	2 nd Annual Instalment for the payment of GWH	-	£8500.00	3832
11.1.3	Churches Together	Donations	-	£200.00	3833
11.1.4	RBL	Poppy Wreath Donation	-	£160.00	3834
11.1.5	Malcolm Price	Litterpicker	-	£266.00	3835
11.1.6	A Slater	Refund for incorrect payment	-	£628.00	3836
11.1.7	Youth Club	Reimbursement – Mulled Wine	£7.79	£46.76	3837
11.1.8	Emma Dawson Varughese	Heritage Trail Project Management	-	£440.00	3838
11.1.9	Surrey Hills Solicitor	GWH Lease	£42.40	£254.40	3839
11.1.10	Eon Next	High St & Rec	£2.61	£51.77	3840
11.1.11	Steve Clarke	Lengthsman Fees	-	£577.50	3841
11.1.12	Void Cheque	Filled out incorrectly.	-	-	3842
11.1.13	Sian Morgan-Owen	Clerks Salary	-		3843
11.1.14	Sian Morgan-Owen	Clerks Expenses	£24.63	£419.67	3843
11.1.15	HMRC	PAYE	-	£196.40	3844
11.1.16	Staffordshire Pension Fund	Clerks Pension	-	£323.44	3845
11.1.17	GWH Committee	Meeting Room Hire	-	£12.00	3846
Payments in					
11.1.11	SMDC	2 nd Precept Instalment	-	£34,179.86	
11.1.12	Tean Rangers	Annual Pitch Hire	-	£150.00	
11.1.13	A Slaters & Sons	Received in error	-	£628.00	

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

11.2 Councillors will have copies of recent reconciliations and precept information.

11.3 Death of a Senior National Figure Protocol – Clerk has made the amends requested by councillors at a previous meeting. New protocol is now on the website.

11.4 Clerks Salary: Clerk advised that LGA has agreed an increase of a pound per hour from April 2023 and a back dated amount of £1,925 pro rata.

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

11.5 6 Month Financial Review – Cllr Bell advised that council should consider halting any future spend that has not been previously agreed. Cllr Bell also advised he had attracted grants for the projects lead by him, £16,000 from SMDC for the accessible pathway in Jubilee Park, £500 for the Community Orchard in Well Meadow Gardens from Staffs CC, £6,500 for the refurbishment of the gardens in Well Meadow Gardens and the New Sensory Garden in the recreation area from Tarmac Ltd and a projected £2,500 from SMDC for the Heritage Trail in total some £25,500

11.6 December Meeting – Week earlier 13th December as agreed in May 22

12. Highways Issues (hedges, footpaths etc)

Nothing in addition to Highways meeting.

13. Environment:

13.1 Lengthsmans & Litterpicker Reports: Nothing to report.

13.2 Jubilee Park: Protruding plaque to be removed from beacon. Cllr Bell to obtain a combination lock for the gate and a Christmas tree has been ordered for £100 (Chairmans allowance).

13.3 Wentlows: Nothing to report.

13.4 Hollington: Nothing to report

13.5 Checkley & Lower Tean: Nothing to report

13.6 Health & Safety (inc Play Equip): Work in progress as per Cllr Akerman

13.7 Cemetery: Nothing to report

13.8 Village Halls:

Cllr Peck has requested committee defib training for Hollington. Clerk to look at three evenings of training at each of the village halls. Request to also investigate including first aid training.

Cllrs Stubbs and Pearce nominated as GWH trustees. Clerk to request a meeting with committee in the New Year. Cllr Buckley organising a H&S checklist.

13.9 Climate Strategy: Nothing to report

13.10 Events: Lights switch on 25th November.

13.11 Youth Projects: Nothing to report.

13.12 Other environment and community topics:

Roadside banners. Cllr Flunder advises this is a health and safety issue to not being able to see children crossing. To be discussed in January.

14 Neighbourhood Plan Update: Cllr Bell gave an update on the process for the next steps.

15. Councillor reports, updates or next agenda items

Cllr Bell requested the assistance from a couple of councillors to remove the bunting around the village.

Cllr Pearce made a proposal to send Linda Trigger flowers.

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

Meeting was closed 21:32

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