$Minutes\ of\ the\ Council\ Meeting$ Held in the Brearley Room on Monday 14^{th} December 2015 beginning at 7.30pm

Present	Cllr. P Alker (in the Chair)	Cllr. J Cook
	Cllr T Simkin	Cllr. K Ingram
	Cllr. K Abbott	Cllr. R Greatrex
	Cllr. M Deegan	Cllr. C Emsley
	Cllr. D Webb	Cllr. G Payne
	Cllr. M Booth	Jayne Cooper, Clerk
	Cllr. S Wallis	
	Cllr J Tomkinson	

Along with 1 member of the public and a representative from Staffordshire Newsletter

The Chairman reminded councillors about the policy of Recording Parish Council meeting

15/150	Public Open Forum Nothing raised.	
15/151	To receive apologies, record absences	
	Apologies received from Cllr S Green, Cllr G Gregory, Cllr S Powell Borough Councillors M Smith and K Williamson County Councillor M Winnington	
15/152	To record any Declarations of Interest	
	Cllr Alker declared an interest in item 15/157 (e), discussions about the website and 15/157 (h) discussions about the Library Working Group.	
15/153	To receive and confirm the minutes of the meeting held on 9 th November 2015	
	Subject to a minor amendment, the minutes of the meeting were proposed, seconded and agreed as a true and accurate record.	
15/154	To consider any matters arising from the minutes not covered elsewhere on the agenda	
	 15/145 -Oil Spillage – The Clerk had reported this but no action taken therefore would chase this up. 15/143 - Membership of outside bodies – Cllr Booth asked if any 	Clerk
	information had been received regarding Stafford Tourism meetings. The Clerk had not received anything but would make contact to ensure meeting details are sent to the Parish Council	Clerk
15/155	To receive and discuss latest crime figures from Staffordshire Police for the parish	
	The latest crime figures obtained from the Staffordshire Police website were circulated for information. Cllr Alker informed members that she had applied and been accepted to be a member of the Safer Neighbourhood Panel and had attended a meeting the previous week	

	as which Matthew Ellis, Police Crime Commissioner was present. Meetings are held quarterly. Cllr Alker would continue to keep the Parish Council informed of how this new panel progresses.	Cllr Alker
15/156	To receive the following reports:	
15/156	 To receive the following reports: a) The Clerk's Report The Clerk's report gave details of meetings held in the past month including the Youth Club and Library working groups. It was noted that the Neighbourhood Plan had been approved at the Borough Council's Cabinet meeting on 24th November. The Clerk reported that a number of parish council's, in the process of producing Neighbourhood Plans, had contacted her for advice. The Chairman of the Neighbourhood Plan Working Group is happy to arrange a presentation to interested parish councils. Further thought to be given to this in the New Year. The report listed the correspondence received and included: A request from Gnosall United Charities for the Parish Council to recommended a new trustee. Cllrs to consider this and report back at the next Council meeting. Moreton residents to be made aware of this as the Clerk of the Charity had suggested a Moreton resident to be a trustee to have parish wide representation. Acknowledgement from the County Council following the Parish Council's request, under the Freedom of Information Act, for the cost of the Stafford Road planning inquiry. The acknowledgement confirmed information would be available during the first week in December however no information had yet been received. The Clerk would follow this up. The report also summarised the action for each of the Parish Council's Committees and Working Groups in the New Year and throughout 	Cllrs
	2016.b) Any reports from Parish Councillors on meetings/courses	
	attended including:	
	Meeting in Moreton with parishioners held on 30 th November.	
	It was reported that a positive meeting with around 12 parishioners was held and the main issues raised were Highway matters, polytunnels, a defibrillator project and the frequency of meetings in Moreton. The Clerk reported that following the meeting a Highways representative would be visiting Moreton on 18 th December to review some of the issues raised, responses had been sent to individual parishioners who had raised concerns about a private road and that there were plans for a Council meeting in Moreton in the summer of 2016. Cllr Wallis to make enquiries about the room hire for the council meeting and whether the hire fee could be waived.	Cllr Wallis
	The Chairman added that following the meeting she had received a detailed letter from a Moreton parishioner regarding a number of concerns he had, in particular about polytunnels. She said a response had been prepared with the help of other councillors and this had taken	

	considerable time to research the necessary information to answer all the matters raised.	
	Councillor training course held on 10 th December Cllr Gregory had attended this course. The Chairman and Vice Chairman would be attending a Chairmanship course on 17 th December	Cllr Alker Cllr Deegan
	SPCA AGM held on 7 th December Cllr Payne had attended and said the approval of Gnosall's Neighbourhood Plan had been referred to.	
	CPRE Conference Cllr Booth had attended this conference and circulated a report that was briefly discussed.	
	c) Any reports from Borough and County Councillors	
	Borough and County Councillors were not present.	
15/157	To consider Committees/Working Group issues:	
	 Matters relating to the Grosvenor Committee Minutes of the meeting held on 17th November were accepted The appointment of a new Designated Premises Supervisor is imminent. Terms of Reference had been updated Quotations would be obtained to reinstate the boundary wall Risk Assessments had been carried out and jobs added to the Handyman's schedule Budget requirements had been agreed and passed to Resources Committee a slight increase in booking fees had been agreed and would be implemented from 1st April 2016 Feedback from the Village Steering Group Meeting /Council Working Group meeting A further Steering Group meeting was held on 23rd November and a Parish Council Working Group meeting held on 8th December to consider plans for the Grosvenor Centre – this was a positive meeting and a wish list of facilities was produced with an estimate of the total area for a new centre to accommodate all the suggested facilities had since been circulated to councillors. This information to be fed back to the next meeting of the Steering Group in January. 	
	At the Council's Working Group meeting, Cllr Powell (in his capacity of Chair of Heron Brook Leisure Centre) was asked to formally request, in writing, the Parish Council's consideration for the use of Grosvenor Centre land for HBCL's leisure project to enable this to be discussed formally at a future Council meeting. The Clerk had since received a letter and circulated it to Councillors. This would be discussed at the January Council meeting.	Clerk
	 Planning Committee Minutes of the meeting held on 19th November were accepted. A verbal report following the meeting on 10th December was 	

given.

 An amended application for the development of land off Knightley Road had been received and comments would be passed to the Borough Council. The inclusion of an access route to the Village Green was a mistake made by developers and had since been rectified on the plans.

Matters relating to the Open Spaces Committee

- Minutes of the meeting held on 30th November were accepted.
- Plans to repair the allotment road would be considered for this financial year with funds left unspent in the budget. One quotation had been received and two further quotations are expected.
- Budget requirements for 2016 had been agreed and passed to Recourses Committee
- Terms of Reference had been amended and agreed.
- Maintenance requirements had been discussed
- Staffordshire County Council's consultation on countryside parks and green spaces had been reviewed and it was agreed that the preferred option was for SCC to maintain ownership. This was approved by Council. The Clerk to respond accordingly.
- Approval from the Environment Agency had been received but had caused a delay in commencing the work and unfortunately the ground conditions presently are too wet therefore the work is on hold until the end of January (subject to drier conditions).

Matters relating to Resources Committee

- Minutes of the meeting held on 1st December were accepted.
- The accounts as at the second quarter had been reviewed.
- The committee had reviewed all budget headings and had included requests from other committees and presented Council with a proposed budget for 2016/17 along with precept options for 2016/17.

Precept - This was discussed in detail and it was proposed that the precept should be increased by £2000 to cover planned expenditure equating to £56,877 and increase of 2.56%. This was seconded and a vote taken with 12 councillors voting in favour and 1 abstention. The Clerk to respond to Stafford Borough Council.

Budget – with the agreed precept of £56,877, the budget for 2016/17 was approved.

Matters relating to the Communications Committee

- The minutes of the meeting held on 17th November were accepted.
- The content for the February edition of GMK had been agreed
- Regular press releases are being sent to newspapers
- Social media sites are attracting more followers
- Terms of Reference were under review
- Budget requirements for 2016 had been agreed and passed to the Resources Committee

Matters relating the Personnel Committee

Mrs J Walton-Sanders had been appointed as the council's Community Support Officer following the interview of 3 candidates. A scoring system had been used for the short listing, interviews and group exercise that had helped the interview panel Clerk

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	 with this appointment. Mrs Walton-Sanders had commenced work on 3rd December 2015. 	
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	The Clerk was thanked for the additional work carried out during the recent busy period.	
	 Matters relating to the Youth Club Working Group Plans to establish new youth club are progressing well. A meeting had been held with volunteers and a Youth Leader had been approached and had confirmed her interest in this project. A Committee is to be established that would manage the running of the youth club as well as the appointment of the Youth Leader Cllr Payne expressed his concerns that the local St John Ambulance Group is not aware of the intention of using the building for a youth club. It was agreed that the Clerk should write to SJA Head Office and request Head Office to liaise with the local group. Matters relating to the Library Working Group A meeting is planned in the New Year with a Community Support 	Clerk
	Officer to assist with the application to run a Community Led Library that has to be submitted by April 2016.	
15/158	To receive a report on financial receipts for November 2015 and	
	receive accounts for approval for December 2015	
	The accounts were reviewed then proposed, seconded and accepted.	
	Cllr Simkin, as Chairman of the Christmas Working Group, asked Councillors to consider donating funds from the Christmas budget to the local Scouts group in recognition of help provided at the lights event. It was agreed this would be discussed at the Christmas de-brief meeting to be held in January 2016.	
15/159	To report on any road and footway matters within the Parish	
	 The Clerk was asked to report the following issues to Highways: Flooding on the s-bend on Knightley Road Blocked drain on Lowfield Lane causing flooding across the lane Leaves on Sellman Street pavements making the surface slippery and dangerous Large pot hole on Knightley Road (in the pull in) Overgrown hedges on Newport Road making the narrow pavement impassable. 	Clerk
15/160	To request items for the next agenda	
	Cllrs to inform the Clerk of items at least 10 days before the date of the meeting.	Cllrs
15/161	To confirm the date and time of the next meeting and to receive a copy of the meeting calendar for 2016	
	The next meeting would be held on Monday 11 th January 2016 at 7.30pm	

Cllrs received a copy of the 2016 meeting calendar. The Clerk drew attention to the Annual Assembly scheduled for 12 th May and asked for Council approval to invite the Police and Crime Commissioner, Mr Matthew Ellis to talk at this meeting. Approval was given. The Clerk to action	Clerk
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The meeting closed at 9.15pm