

Minutes of the Council Meeting
Held in the Grosvenor Centre on Monday 9th October 2017 beginning at 7.30pm

Present	Cllr. P Alker (in the Chair) Cllr M Deegan Cllr G Payne Cllr K Abbott Cllr M Booth Cllr T Simkin Cllr S Green Cllr T Innamorati Cllr S Powell	Cllr. G Gregory Cllr. R Greatrex Cllr K Ingram Cllr. C Emsley Cllr. V Kessey Cllr. D Webb Jayne Cooper, Clerk
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SBC Cllrs M Smith and K Williamson
Along with 2 members of the public

17/111	Public Open Forum Mr J Archer thanked council for his recent appointment on to the Open Spaces Committee as a non-councillor.	
17/112	To receive apologies and record absences Apologies were received from Cllr Tomkinson and SCC Cllr Winnington.	
17/113	To record any Declarations of Interest Cllr Alker declared an interest in discussions about the library and website.	
17/114	To receive and confirm the minutes of the meeting held on 11th September 2017 The minutes of the meeting were proposed, seconded and agreed as a true and accurate record.	
17/115	To consider any matters arising from the minutes not covered elsewhere on the agenda 17/101 Dementia Friendly Organisation Training A training session, delivered by Diane Wallace, Staffordshire County Council's appointed Dementia Outreach Manager, had been arranged for 30 th October at 7.30pm to which all councillors were invited. 17/102(b) SPCA Task and Finish Group meeting - Cllr Payne was not able to attend this meeting on 18.9.17 and had requested a copy of the minutes.	Cllrs

	<p>Feedback from GLEAN meetings: Cllrs were informed that work is going ahead regarding site preparation, delivery and erection of a suitable portable building on the original site for which planning permission was granted. A haulier had visited the site and confirmed that access is possible along the lines anticipated at an early stage and without the need for an extra crane. Cllr Mark Winnington had been extremely supportive. GLEAN hopes that the Parish Council would assist with project management as this should help avoid costs escalating further.</p> <p>Feedback from Heritage Group meetings The most recent meeting was dedicated to a well attended presentation on the geology of Gnosall, details of which will be in the next edition of GMK. Further meetings and another open day are planned.</p> <p>Feedback from GG's Youth Club Committee</p> <ul style="list-style-type: none"> • Junior youth Club is progressing very well • Senior youth club had started in September and numbers are increasing each week • Plans had been agreed for autumn and winter activities and trips • Donations had been received from Gnosall Singers, Gnosall WI and Gnosall Players who would be using the building for rehearsals. <p>Feedback from Gnosall Patients Forum Cllr were informed that</p> <ul style="list-style-type: none"> • The Head of Patient Services is the lead person for any assistance required and patient complaints. • A final year medical student is currently working at the practice • Procedure for returning "sharps" was discussed • The practice is undertaking new Wellbeing services without seeing a GP in the first instance. • 'Community Connector' is looking for people who can spare a few hours to visit elderly or vulnerable people. • The Forum is looking at social media, a new logo and the practice statement • It was noted that Diabetic checks for over 40s is a national initiative and the Forum would be asking Gnosall Health Centre about this • AGM to be held on 18th October <p>Feedback from Gnosall Lions</p> <ul style="list-style-type: none"> • Gnosall and Newport Lions had amalgamated into one group • The Lions had tried to arrange free prostate checks for local people but the Health Centre were not supportive. Cllr Alker, as Patients Forum representative, to take this up as would Cllr Emsley. <p>Any reports from Borough and County Councillors</p> <p>Cllr Smith reported on SBC's planned expenditure on Victoria Park, that business rates and relief schemes had been refreshed and that prices would remain as they are for leisure facilities with free swimming for under 5's and over 75's.</p>	
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17/103	<p>To consider Committees/Working Group issues:</p> <p>The Chairman reminded Councillors that if they are unable to attend committee or working group meetings, to ensure apologies are sent to the Clerk prior to meetings. There had been a number of absences recently which needs to be avoided where possible.</p> <p>a) Matters relating to the Planning Committee</p> <ul style="list-style-type: none"> Minutes of the meeting held on 21.9.17 were accepted. A controversial application for the conversion of a stable block into accommodation in Outwoods had been refused. It was noted that the speaker objecting to the application (on behalf of local residents) had spoken well with valid points of objection as had SBBC Cllr Mike Smith. It was reported that at the SBC Planning meeting there were concerns about procedural matters relating to a new development site Application 17/26247/FUL (partial replan of site at Doxey). Details were shared and it was agreed that a letter is sent to SBC's Planning Department raising the council's concerns. The Clerk to action. <p>b) Matters relating to Open Spaces Committee</p> <ul style="list-style-type: none"> Minutes of the meeting held on 28.9.17 were accepted. A recommendation to appoint Campion Fencing to supply and install a gate at the entrance of the allotment road was approved. It was also approved to use £500 of the Open Spaces budget to support the Community Pay Back scheme that is being used on the Burial Ground Hen & Chicken Lane project. This project should commence next month and local residents will be notified. Cllr Green was thanked for leading this project. Two men had been charged with arson (relating to the boardwalk fire in July 2016). Sentencing would take place at Stafford Crown Court at the end of October. Cllrs agreed that asking for a review of the case was instrumental in ensuring this outcome which sends a positive message to parishioners that the Parish Council had done all it could to pursue this matter. <p>c) Matters relating to the Grosvenor Working Group</p> <ul style="list-style-type: none"> Notes of the meeting held on 18.9.17 were accepted and a verbal report of the meeting held on 9.10.17 was given. The Terms of Reference for this working group were approved. Positive progress is being made with visits being planned to other centres to seek ideas. A meeting held with the Borough Council's Head of Law and administration had confirmed the parish council owns the Grosvenor Centre. A site survey had been carried out and findings reviewed. A meeting with SBC planners would be arranged to discuss matters including parking rules and regulations for community buildings. The Community Council of Staffordshire would be attending a future meeting to discuss funding options. Mr Steve Hopkins had joined the group as a non-councillor. 	Clerk
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	<p>d) Matters relating to the Procedures Review Committee</p> <ul style="list-style-type: none"> • Notes of the meeting held on 2.10.17 were accepted. • Cllr Booth had been appointed as Chairman and Cllr Payne Vice Chairman • Cllrs were asked to note recommended changes to Standing Orders points 12(a) and 71. Council would be asked to approve these recommendations at the November Council meeting. • The Clerk and Cllr Booth would be attended training on the changes to General Data Protection rules in November • The next meeting would be held on 6.12.17 	
17/118	<p>To discuss Quality related matters</p> <p>a) To receive notes of a meeting held on 2.10.17</p> <ul style="list-style-type: none"> • It was reported (within the Clerks report) that the Quality workshop held on 2nd October was very useful and informative. Cllrs had since received a copy of the Code of Conduct presentation slides. • The review of action taken since the last workshop in 2015 had demonstrated more positive improvements and achievement of many of the council's set targets. Cllrs who were not able to attend the training, would be asked to confirm they had received and read the training papers. Clerk to organise. <p>To approve the submission of the Quality Gold application</p> <ul style="list-style-type: none"> • Cllrs had previously received all remaining documents in relation to the Quality Gold submission. It was proposed, seconded and unanimously agreed that Council now has all the documentation and information in place for the Quality Gold Award and the Clerk should progress with submitting the application form. The Clerk would be asking some cllrs to review the check list prior to submission. • A vote of thanks was recorded for all the work involved in reaching Quality Gold submission stage. <p>b) To consider ways to include younger members of the community with parish council committees and projects</p> <ul style="list-style-type: none"> • Suggestions were discussed on how to engage younger members of the parish to assist the Parish Council with projects including having a young parish council forum, visiting local group (scouts, guides etc) to seek a representative to work with the parish council and having information on the website and social media. All ideas were noted and would be discussed at a future meeting to agree the way forward. 	Clerk
17/119	<p>To consider a request for a Parish Council Community Award to be presented at Annual Assemblies</p> <p>It was agreed to arrange the presentation of an annual award to a local volunteer who had enriched life in the community for others that would be presented at future Assemblies starting at the Annual</p>	

	Assembly in 2018. A trophy would be purchased and presented. Nomination would be requested in February/March each year.	
17/120	To receive a report on financial receipts for September 2017 and receive accounts for approval for October 2017 The accounts were reviewed then proposed, seconded and accepted.	
17/121	To report on any road and footway matters within the parish The Clerk was asked to report: <ul style="list-style-type: none"> • Tractor drivers, driving at considerable speed along Wharf Road and Mill Lane (as reported by many parishioners) (report to Staffordshire Police not Highways) • Hollies Common junction signs that had been knocked down and were in the hedges Other ongoing matters that had been reported to Highways were covered in the Clerks report.	Clerk
17/122	To request items for the next agenda Cllrs to inform the Clerk of items at least 10 days before the date of the next meeting. Items already suggested: <ul style="list-style-type: none"> • Knightley Phone Box use for a defibrillator 	Cllrs
17/123	To confirm the date and time of the next meeting The next meeting would be held on Monday 13 th November 2017 at 7.30pm.	

The meeting closed at 9.30pm

Gnosall Parish Council PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
212	Grosvenor Centre	09/10/2017		Co-operative	BACS	Grosvenor Centre Survey	Mapmatic	S	1,495.00	299.00	1,794.00
213	Councillor Training	09/10/2017		Co-operative	BACS	Good Cllr Guides	SPCA	E	55.25	0.00	55.25
214	Civic Amenity Visits	09/10/2017		Co-operative	BACS	Civic Amenity Visit June	Stafford Borough Council	S	75.00	15.00	90.00
215	Allotments	09/10/2017		Co-operative	BACS	Civic Amenity Visit June	Stafford Borough Council	S	75.00	15.00	90.00
216	Open Spaces	09/10/2017		Co-operative	BACS	DIY materials for notice	Travis Perkins	S	12.68	2.54	15.22
217	Repairs and renewals at	09/10/2017		Co-operative	BACS	Repairs to Grosvenor roof	Enterprise Roofing Ltd	S	465.00	93.00	558.00
218	Printing and stationery	09/10/2017		Co-operative		Photocopying	Ricoh	S	151.29	30.26	181.55
219	Licences - Grosvenor	09/10/2017		Co-operative		Premises licence for	Stafford Borough Council	E	180.00	0.00	180.00
220	Audit Fee	09/10/2017		Co-operative	BACS	external audit	Grant Thornton	S	400.00	80.00	480.00
222	Grass cutting inc Burial	09/10/2017		Co-operative	BACS	Grass cutting	JWH Ground	E	1,722.00	0.00	1,722.00
223	Allotments	09/10/2017		Co-operative	BACS	Grass cutting in allotments	JWH Ground	E	50.00	0.00	50.00
224	Employment Costs	09/10/2017		Co-operative	BACS	Salary	GPC	E	369.18	0.00	369.18
225	Employment Costs	09/10/2017		Co-operative	BACS	Salary	GPC	E	234.98	0.00	234.98
226	Employment Costs	09/10/2017		Co-operative	BACS	Salary	GPC	E	1,837.81	0.00	1,837.81
227	Employment Costs	09/10/2017		Co-operative	BACS	Salary	GPC	E	533.65	0.00	533.65
228	Employment Costs	09/10/2017		Co-operative	BACS	NI&PAYE	GPC	E	800.86	0.00	800.86
229	Employment Costs	09/10/2017		Co-operative	BACS	Pension	Staffordshire County	E	714.94	0.00	714.94
230	youth club expenditure	09/10/2017		Youth Club	100008	Ten pin bowling trip	Tenpn	S	261.63	52.32	313.95
231	BKV expenditure	09/10/2017		Cooperative	400130	Adoption of BT Payphone	BT	E	1.00	0.00	1.00
236	Employment Costs	09/10/2017		Co-operative	BACS	Handyman duties	Paul Prince	E	264.00	0.00	264.00
237	BKV expenditure	09/10/2017		Cooperative	BACS	BKV expenses	EFC	S	15.82	3.16	18.98
Total									9,715.09	590.28	10,305.37