

Minutes of the Meeting of Council
Held in the Brearley Room on Monday 11th March 2019 beginning at 7.30pm

Present	Cllr G Gregory (in the Chair) Cllr T Innamorati Cllr G Payne Cllr K Ingram Cllr S Powell Cllr K Abbott Cllr T Simkin Cllr J Tomkinson	Cllr M Booth Cllr V Kessey Cllr R Greatrex Cllr J Archer Cllr C Emsley Cllr D Webb Jayne Cooper, Clerk
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Along with 1 member of the public, SBC Cllr
 M Smith, PCSO L Peckett and PC J Gabriel

19/031	Public Open Forum PCSO Peckett and PC Gabriel introduced themselves and gave background information on their previous roles. Following internal changes within Staffordshire Police, they are both now responsible for the local area, are keen to become familiar with Gnosall parish and will try and visit as much as they practically can. They had already met with the Clerk and arranged to visit key areas in the parish including the primary school, youth club and recreation areas. They are keen to attend parish events and made notes of some events including GFest and Moreton lunch club.	
19/032	To receive apologies and record absences Apologies were received and accepted from Cllr Lammin, Cllr Alker, Borough Councillor K Williamson and County Councillor M Winnington.	
19/033	To record any Declarations of Interest There were no declarations of interest	
19/034	To receive and confirm the minutes of the meeting held on 11th February 2019 The minutes of the meeting held on 11 th February were proposed, seconded and unanimously approved as a true and accurate record.	
19/035	To consider any matters arising from the minutes of the meeting held on 11th February not covered elsewhere on the agenda NALC Points of Light – Cllrs were asked to send information to the Chair by 18 th March, on items to include in NALC’s new publication. The following was agreed: GFest (Cllr Ingram), Outdoor gym/new park equipment (Cllrs Simkin and Innamorati), GLEAN and Canal adoption (Cllr Booth), Dog Fouling Campaign (Cllr Webb), Heritage Group (Cllr Abbott), GG’s Youth Club (Cllrs Archer and Kessey.	Named cllrs

	<p>Rural Exception Site – Lowfield Lane</p> <p>Despite receiving confirmation from Stafford and Rural Homes that homes are being offered to people with a Gnosall connection, it was reported that this is not the case. Cllr Payne to provide details of what has been reported to him.</p>	Cllr Payne
19/022	<p>To receive the following reports:</p> <p>a) The Clerk's report</p> <p>Annual Assembly arrangements</p> <p>The Assembly would be held on 1st May the day before parish council elections. Nominations are now required for two community awards, cllrs to encourage people to nominate individuals and groups. Cllr Powell confirmed Roadside Safety would sponsor the awards.</p> <p>It was also agreed to have presentations from local groups. The Chair and Clerk to meet and discuss further. The new PCSO and PC were asked if they would like to attend which they responded that they would if their shift patterns work favourably.</p> <p>The Clerk's report also included a summary of meetings held in the previous month</p> <p>There was a report following a meeting held on 4th March with Staffordshire County Council and three neighbouring parish councils on the safety of the A518. The meeting had been arranged by Cllr Winnington which was represented by Mark Winnington, Staffordshire County Councillor for Gnosall and Doxey Division, Mark Keeling Community Infrastructure Liaison Manager, Staffordshire County Council, Helen Fisher, Cabinet Member for Highways & Transport, Paul Dutton SCC's Campaigns Officer and 2 representatives from Haughton, Derrington, Bradley and Gnosall Parish Councils. The conclusion was that the oak trees on A518 will be felled and Cllr Winnington will replace these trees with several new trees to be planted in Gnosall (location to be discussed with Gnosall Parish Council). Checks on the quality of the road surface had been carried out as well as the monitoring the average speed. SCC believes the A518 is a safe road however any further action needed to make the road safer would be considered. SCC also supported an idea of arranging Safer Driving Courses aimed at younger, inexperienced drivers.</p> <p>The Clerk was thanked for her report.</p> <p>(b) Any reports from Parish Councillors on meetings/courses attended</p> <p>SPCA meeting- Cllr Payne had attended this recent meeting and reported on the main items discussed which included issues around isolation and loneliness in the county that parish councils are been asked to review in their parishes. The next meeting would be held on 3rd June for which agenda items are sought.</p>	<p>Cllrs</p> <p>Clerk & Chair</p>

	<p>Public Rights of Way – notes of the meeting held on 6th February and a verbal reported on a meeting held on 6th March were received. Work continues on surveying the many footpaths in the parish, compiling reports, writing to landowners to thank them for making footpaths better or to inform them where footpaths are blocked and reporting on repairs where they are needed.</p> <p>b) Any reports from Borough and County Councillors SBC Cllr Smith reported that at a recent SBC Cabinet meeting, Barlaston Parish Council's Neighbourhood Plan had been approved for Referendum and a two year report on home energy conservation had been reviewed; funds are now being applied for to make improvements to central heating systems in low income managed properties. At a SBC Council meeting, the Council tax for 2019/20 had been confirmed with increases set by the Borough Council, County Council and Fire and Police services giving an overall increase of 3.95%.</p>	
19/037	<p>To consider any road and footway matters</p> <p>The Clerk was asked to report:</p> <ul style="list-style-type: none"> • Quarry Lane to Bescote – blocked drain and large dangerous potholes • Flooding on the corner of Brough Hall • Large and dangerous pothole on Ranton Road • Knightley Road/Gnosall Road – significant road deterioration and many potholes on the edge and centre of the road • Flooding on Knightley Road made worse by runoff from fields • Drain on Knightley Road (near Prospect House) needs jetting • Blocked drain on Bromstead Road <p>It was also noted that a section of The High Street would be closed for essential gas work from 19th -23th March. A section of Knightley Road would be closed for essential water works from 15th-26th April. Details would be posted on the council's website.</p> <p><i>PCSO Peckett and PC Gabriel left the meeting</i></p>	Clerk
19/038	<p>To consider Committees/Working Group issues</p> <p>a) Matters relating to the Grosvenor Centre Committee</p> <ul style="list-style-type: none"> • Minutes of a meeting held on 5th March were accepted • The kitchen refurbishment would be arranged in the next month • Improvements to wifi coverage will be completed this month • Maintenance was discussed and plans are in place for a more thorough Risk Assessment, new railings (subject to checks with regulations) and a new carpet in the coffee lounge. • A meeting with the Manager of Rosebuds Nursery would be held on 13th March to discuss the renewal of the lease. <p>DPS - as requested at the last council meeting, further clarification had been obtained by the Clerk from SPCA and SLCC. All councillors confirmed they were satisfied with the information received and since then SBC has been informed of the change of DPS and the necessary</p>	

	<p>paperwork has been completed with a £23 admin fee.</p> <p>Report from Grosvenor Enhancement Working group</p> <p>The group had recently met with two architects to discuss ways to enhance the centre. The architects had different ideas for the group to explore further at the next meeting on 18th March when quotations from the architects would also be reviewed.</p> <p>Heating the Grosvenor Centre</p> <p>It was agreed thermostatic valves are required on all radiators. The Clerk to seek advice from Parsons Plumbing on setting the system correctly and fitting thermostatic valves.</p> <p>b) Matters relating to the Planning Committee</p> <ul style="list-style-type: none"> Minutes of a meeting held on 21.2.19 were accepted at which three applications had been reviewed one of which was the latest one (3 previous) for the conversion of a stable block into holiday accommodation in Outwoods. It was noted SBC Cllr Smith had called in this controversial application. <p>c) Matters relating to the Resources Committee</p> <ul style="list-style-type: none"> Minutes of a meeting held on 7.3.19 were accepted The accounts up to the end of February 2019 had been accepted to be in a healthy position. The costs of the library project had been reviewed as well the income received It was agreed future maintenance to both the library building and youth club building is the responsibility of the parish council and budgets should be set for this additional expense. A recommendation to award a donation to AFC Football Club of £125 was approved A financial risk assessment would be carried out and the Asset Register would be reviewed in detail in the next month <p>d) Matters relating to the Communications Committee</p> <ul style="list-style-type: none"> A verbal report of a meeting held on 7.3.19 was received The spring edition of GMK's had been distributed by the team of volunteers and councillors The website had been reviewed and updated accordingly. There would be a section dedicated to GFest 2019 The Council's Facebook site remains to be very popular The Communications Strategy is under review 	Clerk
19/039	<p>To receive a report on recent meetings of GLEAN</p> <p>The library opened on 20th February 2019 following successful completion of electrical work and building regulation approval. There had been a very successful folk concert on the evening of 20th February at which around £900 had been raised for the library project. It is hoped this could become an annual event and the Parish Council would be asked to consider waiving the Grosvenor Centre booking fees. There had been a steady flow of users since opening. The official opening is being planned for 4th April.</p>	

19/040	<p>To discuss Linen Homes Development site, particularly the opening of the play area</p> <p>Council were informed that the recreation site adjacent to the development site off Knightley Road had been sold to a leisure company which the Clerk was yet to receive details of. An area of the recreation site had been left natural as it was the site of a badger sett. Developers had been asked by the Parish Council to erect a fence around the balancing pond but this had not yet been agreed, the provision of two life buoys it seemed, is in accordance with health and safety requirements and there were no conditions set in the approved planning application (as confirmed by SBC to GPC). Residents who had raised concerns with the Parish Council about the dangers of the balancing pond are to be informed of the outcome of GPC's investigations. Should residents have further concerns, it would be a matter for them to take up independently with developers. It is believed residents pay an annual sum for the provision and up keep of the recreation area and play facilities.</p>	
19/041	<p>To receive a report on financial receipts for February 2019 and to receive accounts for approval for March 2019</p> <p>The accounts for the month of March were reviewed then proposed, seconded and accepted. Council delegated powers to the Clerk to pay any further invoices received in March to help with the year end accounts. The Clerk would inform three members of Resources Committee of any additional invoices paid.</p>	Clerk
19/042	<p>To request items for the next agenda</p> <p>Cllrs to inform the Clerk of items at least 10 days before the date of the next meeting.</p>	Cllrs
19/043	<p>To confirm the date and time of the next meeting</p> <p>The next meeting would be held on Monday 8th April 2019 at 7.30pm.</p>	
19/044	<p><i>To exclude the press and public whilst confidential information is discussed</i></p> <p>Matters relating to the Personnel Committee</p> <ul style="list-style-type: none"> • Minutes of the meeting held 25.2.19 were received. • Contracts for the Clerk and Council Support Officer, as well as a Sickness Policy, had been finalised. • Appraisals for all staff had been carried out • An error in holiday entitlement had been reviewed and recommended back dated holiday entitlement to the Clerk, as detailed in the minutes, was approved unanimously. 	

The meeting closed at 8.45pm

Gnosall Parish Council PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
466	Grass cutting inc Burial	11/03/2019		Co-operative	BACS	Tree work and grounds	JWH Ground	E	1,160.00	0.00	1,160.00
467	Local Donations	11/03/2019		Co-operative		Donation to AFC Football	GPC	E	125.00	0.00	125.00
468	Repairs and renewals at	11/03/2019		Co-operative	BACS	electrical inspection of	County coucnillor fund	E	400.00	0.00	400.00
469	Repairs and renewals at	11/03/2019		Co-operative	BACS	DIY materials for	CEF	S	8.13	1.63	9.76
470	GMK	11/03/2019		Co-operative	BACS	GMK spring edition 2019	Mr Printit	S	780.00	156.00	936.00
471	Open Spaces	11/03/2019		Co-operative	BACS	Village Green posts	Shelmore Timber	S	500.00	100.00	600.00
472	Fixtures and Fittings	11/03/2019		Co-operative	BACS	Plumbing work in youth	Parsons Plumbing &	S	102.50	20.50	123.00
473	Licences - Grosvenor	11/03/2019		Co-operative	BACS	Visit Stafford membership	Visit Stafford	E	30.00	0.00	30.00
474	Repairs and renewals at	11/03/2019		Co-operative	BACS	DIY materials for	CEF	E	15.09	0.00	15.09
475	Licences - Grosvenor	11/03/2019		Co-operative	BACS	Music license	PrS for Music	S	200.90	40.18	241.08
476	Employment Costs	11/03/2019		Co-operative	BACS	Handyman duties	P Prince	E	377.00	0.00	377.00
477	youth club expenditure	11/03/2019		Co-operative	BACS	youth leader salary Feb	GG's Youth Club	E	240.00	0.00	240.00
478	library project work	11/03/2019		Co-operative	BACS	Glean work	C R Talbot	S	830.00	166.00	996.00
479	library project work	11/03/2019		Co-operative	BACS	Glean work	HUWS Gray	S	131.78	26.36	158.14
480	library project work	11/03/2019		Co-operative	BACS	Fuse box upgrade in youth	Craig Michael	E	450.00	0.00	450.00
481	library project work	11/03/2019		Co-operative	BACS	Materials for smoke alarm	Craig Michael	E	387.00	0.00	387.00
482	library project work	11/03/2019		Co-operative	BACS	Smoke alarm installation	Craig Michael	E	470.00	0.00	470.00
483	library project work	11/03/2019		Co-operative	BACS	electrical work at	Craig Michael	E	329.00	0.00	329.00
484	library project work	11/03/2019		Co-operative	BACS	Travel expenses ref library	R Greatrex	E	156.60	0.00	156.60
485	Employment Costs	11/03/2019		Co-operative	BACS	Salary	GPC	E	388.65	0.00	388.65
486	Employment Costs	11/03/2019		Co-operative	BACS	Salary	GPC	E	1,970.36	0.00	1,970.36
487	Employment Costs	11/03/2019		Co-operative	BACS	Salary	GPC	E	574.54	0.00	574.54
488	Employment Costs	11/03/2019		Co-operative	BACS	Salary	GPC	E	336.04	0.00	336.04
489											

Employment Costs	11/03/2019	Co-operative	BACS	NI&PAYE	HMRC	E	899.32	0.00	899.32
490 Employment Costs	11/03/2019	Co-operative	BACS	Pension	GPC	E	803.87	0.00	803.87
493 Postage	11/03/2019	Co-operative	card	Postage	Post Office	E	15.60	0.00	15.60
Total							11,681.38	510.67	12,192.05