

**CHAPEL AND HILL CHORLTON PARISH COUNCIL  
MINUTES OF PARISH COUNCIL MEETING held on  
TUESDAY 11<sup>th</sup> December 2018 at 7:30pm**

**Present:**

**Councillors:** Mrs V Follwell. (Chairman), C. Follwell, P. Hunt, D. Sant.

- 217.12/18 To receive apologies for absence.**  
Parish Councillors D. Mayer, J. Neal.  
Borough Councillor D. Harrison  
Parish Councillor P Hunt apologized for his absence from the last meeting on 13<sup>th</sup> November 2018.
- 218.12/18 To receive Councillors declarations of Pecuniary Interest in items on the agenda.**  
None were declared.
- 219.12/18 Public Participation:**  
There were no members of the public present.
- 220.12/18 To consider approving and signing the minutes of the last regular meeting held on 13<sup>th</sup> November 2018.**  
The minutes from 13<sup>th</sup> November 2018 were confirmed as a true record and signed.
- 221.12/18 To consider matters arising from the minutes not included elsewhere on the agenda.**
- a. Overgrown hedges and footway from Rose Cottage to Chapel Bend. SCC had been chased again by the Clerk but no progress had been made. The owner of the hedge had assured a parish councillor the hedge would be cut within the next couple of days.
  - b. Coombsdale-there had been no further updates. However, Cllr Northcott had agreed to pay for a “not suitable for HGVs” sign at the bottom of the lane from his Highways allocation should that be forthcoming in the new financial year.
- 222.12/18 Borough and County Councillor Reports.**  
**Borough:** Cllr Harrison had submitted a report that had been circulated by the Clerk prior to the meeting. The report was duly noted.  
**County:** No report was available.
- 223.12/18 Planning Applications.**
- a. 18/00858/ful-Land off Watering Close, Newcastle Road-variation of conditions to vary the house types on Units 1 and 4 as approved under reference 16/00086/REM. (Deadline 29<sup>th</sup> November)  
<https://publicaccess.newcastle-staffs.gov.uk/online-applications/PLAN/18/00858/FUL>
- No response had been submitted and there were no objections to the application.
- 224.12/18 Casual Vacancy for Parish Councillor.**  
Following the resignation of Ms J Oppenheimer, the Notice Under Local Government Act 1972 (Sec 87 (2)) had been posted by NBC and there had been no request for an election to take place. Therefore the Parish Council could proceed to co-opt to the position. It was agreed that it would be preferable to co-opt someone from the Hill Chorlton part of the Parish. An individual had expressed an interest. It was agreed that Cllr J Neal would ask the individual to complete an application form to be

considered for co-option at the January 2019 meeting.

JN

**225.12/18 Action Plan 2019-20**

Clerk

The Clerk had circulated a further draft. However, there was some discussion on to which and how many of the priorities for Hill Chorlton could be incorporated into the action plan at this stage. Consideration needed to be given to the resources available to the Council. **It was resolved** to include speeding matters on the A51; ensuring footpaths in Hill Chorlton are fit for purpose; location of flower tubs; flower beds at the entrance of Kennels Lane; replacement seat for the damaged one that was removed.

It was **further resolved** that once actions were completed further priorities could be considered.

**226.12/18 Neighbourhood Development Plan**

The revised plan should be with Parish Councils by 21<sup>st</sup> December 2018. The aim is to approve the final version at the January meetings so it can be submitted to NBC by the end of January 2019. It was agreed that if offered a choice of examiners from NBC, the preference would be for the same one that examined Loggerheads Neighbourhood Plan.

**227.12/18 Defibrillator in BT Box**

The Clerk had been in discussions with the supplier of the cabinet and the electrician to confirm there was a transformer built into the cabinet. **It was resolved** that the Clerk place the order for the cabinet as soon as the funds were in place from SCC Community Fund and that the electrician be requested to install on receipt of the cabinet.

Clerk

**228.12/18 Local Council Award Scheme and Draft Training Policy**

An update of progress had been circulated re Local Council Award Scheme. The draft training policy covered councilors, staff and volunteers. **It was resolved** to approve the draft training scheme.

**229.12/18 Parish Appearances.**

It was noted that Stableford Bank and Haddon Lane around the Village Green needed to be swept as there were significant accumulations of fallen leaves covering parts of the road surface. Clerk to request the lanes to be swept.

Clerk

It was noted that the licence to plant application had been completed by the Highways liaison officer for the junction at Stableford Bank and A51 was now subject to the 28 day formal consultation process.

**230.12/18 Grass cutting Contract March 2019-October 2022**

Five contractors had been approached and three had replied with quotations for the contract.

It was **resolved** to approve Glendales as the contractor for grass cutting in the Parish.

**231.12/18 Financial Matters.**

- a. Payments, receipts and transfers.

**It was resolved** to approve the payments as in appendix A.

- b. 2019-20 budget.

The sub group had looked at budget headings and a discussion took place. It was noted that there had been a significant reduction in funding from NBC re concurrent functions but that the commitments to

the parish had remained the same. It was also noted that a reserve of £4,500 must be ring fenced to cover any potential by election. It was also noted that the highest expenditure was the staffing cost of the Clerk due to increased hours. It was agreed that Cllr C Follwell would send the revised figures to the Clerk for final agreement at the January meeting.

CF

- c. **It was resolved** to approve the payment of £39 towards the Clerks membership of Society of Local Council Clerks.
- d. **It was resolved in principle** to approve a donation to Eccleshall First Responders.

#### **232.12/18 Feedback from SPCA AGM**

The Chairman had attended the above event held on 3<sup>rd</sup> December. It was noted that the keynote speaker, Jonathan Owen, Chair of NALC was an inspirational speaker. It was clear that in the future Parish Councils would be seen as the conduits for volunteer working within the Parishes.

#### **234.12/18 Clerks Report**

- The Clerks report had been previously circulated.
- An update from the HS2 meeting had been forwarded to all Parish Councillors.
- Invitations to the Mayors Christmas carol Concert had been extended to all Parish Councillors.
- The Clerk had replied positively to the request for letters of support for the external bid for electric charging points for taxis and private hire cars after receiving responses via e-mail from Parish Councillors.
- The offer letter from Staffordshire Safer Road Partnership for funding of the SIDs in Hill Chorlton had been circulated.

#### **235.12/18 Equality and Crime and Disorder Statement.**

Councillors appreciated no decisions had been taken during the Meeting which were affected either by Race and Equality legislation, or by the Crime and Disorder Act 1998.

#### **236.12/18 Councillors Planned Absence**

No absences were noted.

#### **237.12/18 Meeting dates for 2019**

Tuesday 8<sup>th</sup> January, Tuesday 12<sup>th</sup> February, Tuesday 12<sup>th</sup> March, Tuesday 9<sup>th</sup> April, (Annual Parish Meeting) Tuesday 14<sup>th</sup> May (Annual Meeting of the Parish Council), Tuesday 11<sup>th</sup> June, Tuesday 9<sup>th</sup> July, September (TBC), Tuesday 8<sup>th</sup> October, Tuesday 12<sup>th</sup> November, Tuesday 10<sup>th</sup> December.

#### **238.12/18 Date of the next regular meeting will be **Tuesday 8<sup>th</sup> January 2019, commencing at 7:30pm.****

In Copeland Cottage, Haddon Lane. The Chairman thanked the Councillors for their attendance, and there being no further business, closed the Meeting at 9:00pm.

**Appendix A Payment Schedule.**

<b>NO.</b>	<b>BACS/CHQ</b>	<b>TO WHOM PAID</b>	<b>DETAILS</b>	<b>VAT</b>	<b>Total inc</b>
	034/18/19	Mrs. J Simpson	Salary November 2018, office expenses and mileage		244.30
	035/18/19	HMRC	PAYE November 2018 for Mrs. J Simpson		3.80
	036/18/19	Society of Local Council Clerks	Quarter share with Madeley for annual subscription for clerk to SLCC		39.00
	037/18/19	Copeland Cottage	Room hire Oct-Dec 18		30.00
	<b>Total</b>				<b>317.10</b>

Signature

Date