

SANDON and BURSTON PARISH COUNCIL

Minutes of the Parish Council Meeting held on 10th June 2015

At Sandon Parish Room Commencing 7.30pm.

Present

Councillor R Harris
Councillor C A Jackson Chairman
Councillor G Massey
Councillor P Shaw
Councillor S Shelley

Clerk B A Boughey

- 15/037 Apologies** Councillor E Washington (*Work*)
Councillor J Millington (*Work*)
15/037.1 Other Apologies District Councillor Councillor A Harp
- 15/038 Minutes**
RESOLVED that the minutes of the Annual Parish Council meeting of 13th May 2015 be signed by the meeting Chairman.
- 15/039 Chairman's Announcements.** *None*
- 15/040 Declarations of Disclosable Personal Interests, Personal Declared Interests and other Personal Interests.**
15/040.1 Councillor Shaw regarding some aspects of the Neighbourhood Plan should they arise.
- 15/041 Public Participation** *None*
- 15/042 Outstanding Matters** Reports and Updates
15/042.1 Neighbourhood Plan
15/042.1.1 Report from Councillor Shaw.
Owners of the land adjacent to Beck House had agreed to commission consultants to undertake a Flood Risk Assessment on their behalf on the two sites that were outside the earlier Environmental Agency study. If the outcome is satisfactory, not susceptible to flooding, the sites would be included in the Neighbourhood Plan., otherwise they would be excluded. The work is expected to be completed by the end of June.
15/042.2 Burston Pool.
No information forthcoming from the Borough Council regarding discussions with the Fishing Club.
The low level fence still remains to be replaced or repaired by the Borough Council.
15/042.3 Burston Car Park.
Letter received from Mr P Craig , 4 Poolside, in response to the letter from the Parish Council regarding the parked trailer, which Mr Craig confirmed that he was the owner.
15/042.3.1 RESOLVED to write to the Poolside properties, 1 to 6, outlining the conditions for parking vehicles, the terms being specified in the original licence agreement.
- 15/042.4 Senior Citizens Tea

RESOLVED that it be left in abeyance for the time being.
Date to be arranged later in the year.

15/042.5

Asset Survey

Councillor Shelley reported that the Flagpole and Flag, the bench on Hilderstone Road and the Stocks off Hilderstone Road were in good order. The Bus Shelter in Sandon was in need of minor repairs to the roof and the adjacent Notice Board would need replacing in the near future.

Following discussion on the siting of a Notice Board in Sandon it was concluded that a replacement Board, similar in style to the Burston Notice Board, could be sited in the Bus Shelter, as at Burston. Quotations to be obtained.

There was still the need to find a replacement bench for the Berrisford Bench which was previously sited at the Cricket Ground prior to scrapping the unsafe bench.

15/043

Planning

15/043.1

Applications returned to Stafford Borough Council - Reply Awaited

15/043.1.1

15/21997/LBC Erdeswickes House, Lichfield Road, Sandon.

Renovations.

15/043.1.2

15/22171/HOU 2 Carr House Barns. Retention of Garden Shed

15/043.1.3

15/22256/HOU 1 Carr House Barns. Retention of Storage Container and

Gazebo

15/043.2

Application decisions by Stafford Borough Council. *None*

15/043.3

Applications received by the Parish Council for consultation. *None*

15/043.4

Planning Appeals or Queries.

15/043.4.1

14/21408/HOU 5 Carr House Barns. Appeal against refusal for a Garden Shed.

15/044

Finance

15/044.1

Financial Statement and Bank Account reconciliation presented by the Clerk.

15/044.2

Clerk's Quarterly Salary Gross £387.50 Net £310.10 PAYE £77.40. LGA 1972 s112(2)

15/044.2.1

RESOLVED to pay the Clerk's quarterly salary and PAYE to HMRC.

15/044.3

Bank Mandate.

RESOLVED to add Councillor Shaw to the two present Councillors who can sign cheques, i.e. Councillor Millington and Councillor Shelley. Also to include the Clerk as a signatory to allow access to account information but to retain the requirement for two Councillors to sign cheques.

15/044.4

Pensions Regulator. Letter received from the Regulator regarding the requirements on employers relating to recent pensions legislation.

The Parish Council nor the Clerk are obliged to opt in at this time. Information passed on to Howards, the Accountants responsible for the Payroll Services.

RESOLVED to opt out of any Pension contributions.

15/044.5

Financial Regulations - Transparency Code Requirements.

Information now complete for publication on a suitable website.

15/044.6

Executive Check List related to the 2014 - 2015 Accounts.

Check List completed and signed by the Chairman.

The meeting was adjourned for the County and District Councillor's reports and convened thereafter.

15/045 Report from County Councillor. Not present. No report submitted.

15/046 Report from District Councillor. Not present. No report submitted.

15/047 Items Raised by Member Councillors / Clerk *None*

15/048 Correspondence

15/048.1 Staffordshire County Council

15/048.1.1 Mobile Library proposals for the service from April 2016. Consultation process.
The Sandon service is to be retained but with the day moving from
Wednesday to Friday.

15/048.2 Stafford Borough Council

15/048.2.1 Parish Council Elections. Reminder about the need to return expense forms.

15/048.2.2 Mayor's Office. Invitation "Afternoon Tea" The Upper House, Barlaston. 8th July
For information.

15/048.2.3 Civic Amenity Visits 20th June. Sandon Parish Room. 10.00am to 12.00noon.

15/048.2.4 The Plan for Stafford Borough - Part 2 Proposals / Community Infrastructure Levy
Consultation period ends 15th July. Agenda Item.

15/048.3 Staffordshire Parish Councils' Association

15/048.3.1 Weekly email update emails circulated for information.

Parish Councils Reform Bill - comments invited.

15/048.3.2 Training Course for Councillors, 30th June.

Councillor Massey to attend if there are spaces available on this course.

Cost to be paid by the Parish Council.

15/048.4 Community Council of Staffordshire *None*

15/048.5 Letter from Sir William Cash MP. Response to letter sent to the MP regarding the
future of Fire Services in the area.

15/048.6 Staffordshire Women's Aid. Donation request. For consideration at a future meeting.

15/049 Date of Next Meeting Wednesday 8th July 2015. Sandon Parish Room

The Meeting concluded at 9.05pm.

Signed _____ Chairman

Date _____