

Minutes of the **VIRTUAL ZOOM MEETING** held on 11th February 2021 commencing at 7pm

PARTICIPANTS: Councillors D Silvester (Chairman), (Mrs) D Davies (Vice Chairperson), B Lester, J Ashley, C Benton, and (Miss) S Allt.

IN ATTENDANCE: Mrs L McClymont (Clerk), Mr D Wheatley (Finance Officer) and Cllr D Williams - County Councillor.

16/21) APOLOGIES FOR ABSENCE

Apologies were received from Cllr M Thompson, S Tunas Bana, (Miss) A Smith.

Noted

The Clerk also advised there were no email or phone questions from the public, the meeting had been publicised.

17/21) CHAIRMAN'S ANNOUNCEMENTS AND ANY OTHER AGENCIES PRESENT

The Chairman's written report had been circulated advising of his activities on behalf of the Parish Council during the past month. Members accepted the report as presented.

Noted

18/21) POLICE REPORT

There was no Police representative in attendance a written report had been received. The Clerk read out the report and members accepted the report as presented.

Noted

19/21) COUNTY COUNCILLOR REPORT - CLLR DAVID WILLIAMS

Cllr Williams gave a verbal report on issues regarding highways, flooding, new yellow lines near school and traffic regulation signs in Cocksparrow Lane. He also advised that in areas of flooding they are gully sucking.

Cllr Ashley commented on the increase of large potholes in various areas of the village. Cllr Williams advised that they should be reported via My Staffs App.

Cllr Lester raised concerns regarding grit in the grit bins being solidified and unusable.

Cllr Silvester advised that the grit bin from Holly Lane/ Robin Close has gone missing. The County Councillor noted this information.

Noted

Cllr Williams left the meeting at 7.15pm

20/21) DISTRICT COUNCILLORS REPORT – CLLR CHRIS BENTON.

The District Councillors written report was circulated prior to the meeting. Members accepted the report as presented.

Noted

21/21) MINUTES OF THE MEETINGS HELD ON THE 14TH of JANUARY 2021.

The minutes of the Parish Council meeting held on 14th January 21 had been circulated for members consideration.

Cllr Davies proposed that the minutes be approved and signed as a true and accurate copy. This was seconded by Cllr Allt and all members unanimously agreed.

Resolved

The minutes of the Parish Council meeting held on 14th January 21 were approved as a true record of the meeting and were to be signed by the Chairman.

22/21) MATTERS ARISING

There were no matters arising that would not be covered by an agenda item.

Noted.

23/21) FINANCE

a) Finance Statement

Salaries for February 2021	£ 3,857.02	
NEST Pensions - February	£ 143.57	
Cropper Grounds Maintenance (Tree works)	£ 474.00	
Cropper Grounds Maintenance (January)	£ 636.00	
Dales of Cannock (cleaning products)	£ 137.18	
J. Kelsall (softwood, fence posts, decorating materials)	£ 438.35	
TFM Farm & Country (rail posts, straps, bolts)	£ 142.28	
L.McClymont expenses (website fees)	£ 19.37	
TOTAL	£ 5,847.77	

DIRECT DEBITS TAKEN SINCE THE LAST MEETING

Coopers Waste	£ 96.36	
Gazprom (electricity)	£ 183.65	
Gazprom (gas)	£ 294.49	
TOTAL	£ 574.50	

INCOME FOR MONTH

Staffs FA	£ 30.00	
TOTAL	£ 30.00	

FINANCIAL STATEMENT

CURRENT ACCOUNT BALANCE	£ 66,499.47	
LESS PAYMENTS AGREED	£ 5,847.77	
LESS OUTSTANDING CHEQUES	£ -	
BALANCE IN CURRENT ACCOUNT	£ 60,651.70	
TOTAL	£ 60,651.70	

ON DEPOSIT

BUSINESS INSTANT ACCESS ACCOUNT		
General reserves + interest	-£ 14,829.87	
Memorial Garden sink fund - per "recommendation"	£ -	
Village Hall Project	£ 314.45	
Leisure Park sink fund - per budget	£ 17,793.82	
Sports Ground sink fund - per budget	£ 47.90	
Bus Shelter sink fund - per budget	£ 3,000.00	
Election expenses sink fund	£ 8,398.38	
Play Area sink fund - per budget	£ 24,637.36	
Skate Park sink fund - per budget	£ 12,000.00	
Village Green sink fund - per budget	£ 19,012.26	
106 Village green grounds main ring fenced	£ 0.67	£70,374.97
Total	£ 70,374.97	

a) Payments – The Finance Officer took members through the payments presented. Cllr Silvester proposed that all payments be approved, this was seconded by Cllr Lester and unanimously agreed by all members.

b) Financial Statement – The Finance Officer took members through the Finance Statement. Members accepted the statement as presented.

c) Fogging Machine Cost – The Clerk had circulated members with the details of a Fogging Machine suitable for the Community Centre this will help to keep the Centre properly sanitised after different group use such as polling day in May and when Lockdown is eased, and the centre can be reopened. Members discussed at length and agreed it would be a good idea and an asset to the centre. Members wished to consider other options and ensure good value for money but felt the purchase needed to be before the next meeting. Members agreed to delegate powers to the Chairman and Clerk following agreement by email consultation over the supplier and make model to purchase. Members agreed to the decision being made via email due resolve this issue before the next meeting.

Resolved

- That all payments are approved for payments
- That the Finance Summery report was accepted as presented

- c) That delegated powers were given to the Chairman and Clerk following agreement by email on the best make model and supplier of a Fogging Machine for the Community Centre.

Initial Zoom meeting ended at 19.38 everyone re-joined the next Zoom.

24/21) PLANNING

The following planning matters were received for consideration at this meeting.

Cllr Allt declared an interest in Planning Application 21/00103/FUL and took no part in the discussion, debate, or vote.

Planning Number 20/00963/FUL	Application: - Two storey side extension and single storey rear extension.	Address: - 8 Linnet Close Huntington Cannock WS12 4TP
Decision Due in by 1 st February 2021 (circulated prior to meeting no issues or concerns raised) No objections		
Planning Number 21/00103/FUL	Application: - Erection of 92.4sqm detached, timber-framed flat-roofed building for educational use on school site.	Address: - Littleton Green Community School Colliers Way Huntington WS12 4UD
Decision due in by 26 th February 2021 (circulated prior to meeting no issues or concerns raised) Cllr Allt declared an interest and took no part in discussion, debate or voting. No objection		
Planning Number 21/00102/FUL	Application: - Ground Floor side extension.	Address: - 19 Stag Drive Huntington Cannock WS12 4UJ
Decision due in by 2 nd March (circulated prior to meeting) Members have concerns from the plans they have seen regarding the close proximity of this extension to the public footpath. Members request that the planning officers investigate this on the full plans to ensure it will not be a problem.		

25/21) CORRESPONDENCE

Item Number	Date	Sent from	Subject	Action
1	15/01/21	South Staffs Council	Requesting submission of Parish Council Precept requests.	Circulated via email.
2	15/01/21	Staffs County Council	Community Testing and hotspots	Circulated via email
3	18/01/21	Moorhill Pre-school	Request for permission to arrange mandatory First Aid Training in the Community Centre in April	Approved via email consultation
4	18/01/21	Staffs County Council	Confirming residents can use any of the testing centres nearest to them providing they are within the County of Staffordshire.	Circulated via email
5	18/01/21	SPCA	New training courses.	Circulated via email
6	18/01/21	Staffs County Council	Details of pop-up community testing	Circulated via email
7	20/01/21	South Staffs Council	COVID-19 Community Testing Huntington 23 rd January	Circulated via email
8	20/01/21	Staffs County Council	Community Testing availability details	Circulated via email
9	20/01/21	South Staffs Council	6 th May Elections public posters about polling stations safety	Circulated via email

10	20/01/21	South Staffs Council	Locality forums new approach working across the 3 tiers of local authority. Details of enablers and specialisms.	Circulated via email
11	20/01/21	SPCA	Risk Assessment Training.	Circulated via email
12	21/01/21	Staffs County Council	Community Testing availability	Circulated via email
13	22/01/21	Member of the public	Enquiring about a Memorial Garden named brick	The Clerk has responded
14	22/01/21	Moorhill Pre School	Advising setting closed until 1/2/21	Circulated via email
15	22/01/21	South Staffs Council	COVID-19 Community Testing Penkridge 25 th Jan, Huntington 26 th Jan	Circulated via email
16	22/01/21	Staffs County Council	Community testing and hotspots	Circulated via email
17	22/01/21	SPCA	Advice regarding issues with Parish Council zoom meetings being targeted	Circulated via email
18	22/01/21	Staffordshire Police	Staffordshire Police survey – Your police. Your voice.	Circulated via email
19	26/01/21	Staffs County Council	Community testing	Circulated via email
20	26/01/21	Staffs County Council	Details of Star Count 6-14 February	Circulated via email
21	27/01/21	Cllr David Williams	Temporary Road Traffic Regulation Fern Road (8 th March)	Circulated via email
22	27/01/21	SPCA	Training newsletter	Circulated via email
23	27/01/21	NALC	Advising that the Government are not currently planning to extend the remote meeting regulations beyond 7 th May 21	Circulated via email
24	29/01/21	Cllr David Williams	Acknowledging receipt of the copy of the anonymous resident's letter last month. Asking what the Parish would like to do with the area. Would they consider a planting scheme, there are funding streams available to apply to?	Circulated via email
25	29/01/21	South Staffs Council	Corporate Members team asking for contact details of councillors	Clerk has advised details on web site
26	29/01/21	Staffs County Council	Pop-up Community testing	Circulated via email
27	31/01/21	Moorhill Pre-School	Advising setting will reopen 1/2/21	
28	01/02/21	Staffs County Council	Vice Lord-Lieutenant of Staffordshire enlisting help to identify the County's unsung heroes of the past 12 months	Circulated via email
29	1/02/21	Staffs County Council	Media Release regarding COVID-19	Circulated via email
30	01/02/21	HS2 Helpdesk	Consultation under clause 60 of the High-Speed Rail (West Midlands – Crew) Bill as amended in the House of Lords. Consultation closes 11.45pm Friday 26/2/21	Circulated via email
31	01/02/21	South Staffs Council	COVID Marshall update.	Circulated via email
32	02/02/21	Staffs County Council	Update Community Testing	Circulated via email
33	03/02/21	Staffordshire Connects	Staffs County Council requesting nominations for Dignity in Care awards	Circulated via email
34	04/02/21	Staffs County Council	Let's Get Tested Community Organisation Pack	Circulated via email
35	04/02/21	Staffs County Council	Update Community testing walk ins	Circulated via email
36	05/02/21	SPCA	Coronavirus Update: preparing for the possible return of Face-to-face meetings.	Circulated via email
37	05/02/21	Cannock Chase Shed	Thank you for the grant	Circulated via email
38	05/02/21	SPCA	SPCA Bulleting Extra II and NALC Statement re Handforth Parish Council Meeting going viral.	Circulated via email
39	08/02/21	South Staffs Council	May 2021 Elections Booking Form and Questionnaire	Members discussed and agreed a way forward Cllr Benton to request SSDC contact the Clerk.
40	09/02/21	Staffs County Council	Update Community testing	Circulated via email

26/21) COMMUNITY CENTRE

Cllr Davies written report was circulated to members for consideration. Members accepted the report as presented. Members noted the Community Association meeting booked for 8th March 2021 to be held via Zoom, at this meeting the amount for repayment will be considered by members and the Fire Risk assessment as agreed last month.

Noted

27/21) AMENITIES

- a) **Village Green** - Cllr Thompson's written report was circulated to members for consideration and accepted as presented. Cllr Lester advised the poem plaque is waiting to be installed.
- b) **Littleton Leisure Park** – Cllr Thompson's written report was circulated to members for consideration and accepted as presented. Cllr Lester reported he has been asked about the Flag. He has advised we don't replace in the winter months, but members are advised it is the Parish Councils turn to purchase a flag.
- c) **Sports Ground** – Cllr Lester's written reported was circulated to members for consideration and accepted as presented.

Noted

28/21) ITEMS FOR DISCUSSION AT THE NEXT MEETING.

The chairman requested that Parish Council Web Site is on the Agenda for next month. Following the recent difficulties with the web domain it would be a god time to discuss obtaining a more appropriate web domain and having it properly designed to ensure it meets all the current regulations.

Noted

29/21) DATE AND TIME OF NEXT MEETING

The next meeting will be held on Thursday 11th March 2021. The meeting will be held by Zoom again. There being no further business the meeting was closed at 20-19

Signed _____

Date _____