

HUNTINGTON PARISH COUNCIL

Minutes of the meeting held on 9th October 2022 in Huntington Community Centre commencing at 7.00pm.

PARTICIPANTS: Councillors J Newman (Chairman), Cllr (Mrs) D Davies (Vice Chairperson), C Benton, J Ashley, S Tunas Bana, M Thompson, M Tym, B Lester and (Miss) A Smith.

IN ATTENDANCE: Mrs L McClymont (Clerk), Cllr David Williams – County Councillor 0 public attending.

164/22) APOLOGIES FOR ABSENCE

Apologies were received from D Silvester and Mr D Wheatley (Finance Officer),

Noted

165/22)PUBLIC QUESTION TIME

There were no members of the public present at the meeting however, Cllr Tym raised a point of interest from the First Responders. They are considering contacting the Doctors Surgery to locate another defibrillator for the village. Cllr Lester suggested locating the additional defibrillator at either the chiropodist and/or the new restaurant.

Noted

166/22)CHAIRMAN'S ANNOUNCEMENTS AND ANY OTHER AGENCIES PRESENT

A written Chairmans report had been circulated to all members prior to the meeting. Regarding paperless meetings, Cllr Ashley enquired if members could bring laptops and tablets to link to the internet for ease of seeing the reports. Cllr Tunas Bana offered to help any member to log on to the internet who wished to bring their own IT.

Noted

167/22)POLICE REPORT

A written Police report had been circulated to all members prior to the meeting, there was not a Police representative in attendance, but the written report was accepted by members.

Cllr Ashley raised his concerns at the lack of feedback form the Police when issues are reported, he stated that members do not have contact numbers and details for the PCSO. The Clerk offered to circulate the email address for PCSO Rockley. Cllr Benton advised that Chief Inspector Chris Cotton is visiting local Parishes and offered to invite him to Huntington. Members agreed this would be a good idea.

Noted

Cllr Thompson declared an interest regarding the Monkey Row parking issue as he lives in one of the houses. Cllr Thompson took no part in the discussion of this topic.

168/22)COUNTY COUNCILLOR REPORT - CLLR DAVID WILLIAMS

A written County Councillors report had been circulated to all members prior to the meeting. Cllr Williams explained that the Police were utilising drones to help deal with the bike issue.

Cllr Williams explained that it is illegal to drive over a footpath but not illegal to park on the grass verge. To develop a car parking area on the verge would be too costly due to requiring dropped kerbs, traffic orders, surfacing and maintenance. If the Parish Council wished to pursue this project, they would need to hold a Village wide public consultation and fund the project in full. A lengthy discussion took place and in conclusion Cllr Benton proposed that this issue has been investigated and at this time there is nothing the Parish Council can do. This was seconded by Cllr Davies and agreed by members.

Cllr Williams went on to explain that the Parish Council might need to ring fence some funding for highways works. County Council highways can facilitate works via Amey funded by the Parish Council, but the Parish would need to set aside a few thousand pounds. The County Highways will need to reduce what they are able to do as tarmac has risen in price by 40% and the Government have reduced their funding by £9 million for the next 3 years.

Cllr Williams reported that gritting will start soon if anyone is interested in being an Ice Buster for areas within the village, please pass details on to Cllr Williams and he can arrange what is needed.

Cllr Tunas Bana raised the issue of the poor condition of the roundabouts in the village and asked if any works have been programmed in the plan. Cllr Williams reported that when they reach a certain standard of disrepair work will be done but funding is very tight.

Noted

169/22) DISTRICT COUNCILLORS REPORT – CLLR CHRIS BENTON.

A written District Councillors report had been circulated to all members prior to the meeting. The written report was accepted by members. Cllr Benton advised that there is an investigation being conducted regarding the encroachments off Colliers Way.

Noted

Cllr David Williams left the meeting at 8.04pm

170/22) MINUTES OF THE MEETINGS HELD ON THE 8th SEPTEMBER 2022.

The minutes of the Parish Council meeting held on 8th September 22 had been circulated for members consideration. Cllr Tunas Bana proposed that the minutes be approved and signed as a true and accurate copy. This was seconded by Cllr Smith and all members unanimously agreed.

Resolved

The minutes of the Parish Council meeting held on 8th September 22 were approved as a true record of the meetings and were signed by the Chairman.

171/22) MATTERS ARISING

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

Noted.

172/22) FINANCE

a) Finance Statement

Salaries for October 2022	£4,390.34	
NEST Pensions - October	£ 157.19	
Cropper Grounds Maintenance (Sept)	£ 672.49	
M. Thompson expenses (Christmas Tree & litter picker)	£ 49.80	
D. Thomas expenses (fuel)	£ 10.77	
J. Newman expenses (Posters)	£ 41.42	
Mazars (Annual Audit)	£ 480.00	
D. Wheatley (stamps)	£ 16.32	
H. Caulfield expenses (mobile phone - Oct 2022)	£ 5.00	
Twisted Bliss (Magician)	£ 425.00	
L. McClymont expenses (Xmas gifts)	£ 80.00	
Orbit Office Supplies (stationery)	£ 412.41	
TOTAL	£6,740.74	

DIRECT DEBITS TAKEN SINCE THE LAST MEETING

Coopers Waste	£ 104.08	
SEFE Energy (electricity)	£ 544.19	
SEFE Energy (gas)	£ 6.95	
TOTAL	£ 655.22	

INCOME FOR MONTH

Doctors Surgery Rent	£2,542.00	
Football Pitch Hire	£1,040.00	
TOTAL	£3,582.00	

FINANCIAL STATEMENT

CURRENT ACCOUNT BALANCE	£74,904.92	
LESS PAYMENTS AGREED	£ 6,740.74	
LESS OUTSTANDING CHEQUES	£ -	
BALANCE IN CURRENT ACCOUNT	£68,164.18	
TOTAL	£68,164.18	

ON DEPOSIT

BUSINESS INSTANT ACCESS ACCOUNT		
General reserves + interest	-£48,930.45	
Memorial Garden sink fund - per "recommendation"	£ -	
Village Hall Project	£ 314.45	
Leisure Park sink fund - per budget	£ 23,473.86	
Sports Ground sink fund - per budget	£ 8,301.37	
Bus Shelter sink fund - per budget	£ 4,300.00	
Election expenses sink fund	£ 14,398.38	
Play Area sink fund - per budget	£ 37,188.61	
Skate Park sink fund - per budget	£ 16,000.00	
Village Green sink fund - per budget	£ 15,341.64	£70,387.86
Total	£ 70,387.86	

a) Payments –. The Clerk took members through the payments presented. Cllr Davies raised the issue that her reimbursement for the purchase of poppy wreaths on behalf of the Parish Council was not included and Cllr Thompson had submitted a reimbursement claim for chainsaw parts he purchased on behalf of the Council which was not included either. The Clerk agreed to raise the issue with the Finance Officer, members agreed that payment could be made against the invoices for payments made on behalf of the Parish Council. Cllr Tunas Bana proposed that all payments be approved, this was seconded by Cllr Smith and unanimously agreed by all members.

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

Resolved

- That all payments are approved for payment including the reimbursement claims submitted to the Finance Officer but not included on the report.
- That the Finance Summery report was accepted as presented and the Finance Officer is to realign the sink funds to the budget for the next meeting.

173/22) PLANNING

The following planning items were received for consideration this month.

Planning Number 22/00310/COU	Application: - Change of use redundant disused land, which is a former length of Cocksparrow Lane, Huntington to extend the temporary carpark (planning permission 15/00929/COU) to provide an additional 14 more parking spaces for use by Littleton Green Community School, the Barns Inn, and the community.	Address: - Land Opposite Littleton Green Community School Cocksparrow Lane Huntington
Decision Parish Council Planning Application for information only.		

174/22) PROJECT PLANNING

A written report had been circulated to members prior to the meeting. The Chairman explained the benefits of planning future projects for future years. Members were shown a spreadsheet that would progress and control projects. Members were asked to submit their proposals for future projects that would be considered at the next parish Council meeting. The Chairman showed an example of a project idea and how the forms and spreadsheet would work.

Noted

175/22) CORRESPONDENCE

A written report of correspondence of note for the Parish Council meeting was circulated prior to the meeting. Members accepted the report as presented.

15/9/22 SCC - Response regarding Chaserider bus service a Saturday service is unlikely to be commercially viable. County Council unable to offer financial support at this time.

28/9/22 SSDC - South Staffordshire Housing and Homeless Strategy 2023-2027: Consultation.

28/09/22 SSDC - Acknowledgement of Planning Application for Cocksparrow Lane car park extension.

28/9/22 Handyman - Resignation of position with immediate effect.

3/10/22 Sutton & Wilkinson - Acknowledgement of a problem with brick mortar pointing and contractor will prepare a programme for remedial action.

11/10/22 SSDC- Advice regarding the use of covert cameras by the public. Unregulated covert surveillance cameras may fall foul of Data Protection Legislation.

12/10/22 SSDC - Confirmed outbreak of avian influenza in the County. The public are requested not to feed birds on any land/owned by the Council. The public are advised not to touch or attempt to rescue sick/dead birds but report these to Defra Helpline 03459 335

176/22) PUBLIC ENGAGEMENT

A written report regarding the issues raised by members of the public who visited the meet and greet event. It is important that the public expectations are managed, a lot of the issues raised are issues regarding either the District Council or County Council responsibility that the Parish Council are not able to resolve but we can sign post them to the appropriate authority.

Representatives of the Shaft Markers group had enquired if the Parish Council would adopt their area by the school. The clerk advised that the school would need to be in agreement of this change of responsibility before being able to formalise as it was on school land. Members agreed that representatives should be invited to the next Parish Council meeting to approach the Parish Council formally. Cllr Lester agreed to arrange with the Shaft Markers groups representatives to attend.

Noted

177/22) COMMUNITY CENTRE

A written report had been circulated to members prior to the meeting. Members accepted the report as presented.

Resolved

- a) Approval given for the Youth Club to remove cupboard in the kitchen for their freezer.
- b) Approval given for the double plug socket to be fitted in the Council Chamber for the interactive screen.
- c) Member agreed a meeting date of 3rd November and agreed that the Littleton Leisure Park biannual meeting and the public events meeting should also be held on the same evening.
- d) Approval is given for the Clerk to arrange PAT testing.
- e) Approval is given to arrange the annual boiler service and gas safety check.

178/22) AMENITIES

- a) **Village Green** – A written report had been circulated to members prior to the meeting, members accepted the report as presented.
 - i) Agreed to investigate the cost and possibility of obtaining a power supply to the Village Green Memorial Garden.
 - ii) Members had been circulated with a written report and proposal for Cllr Davies to obtain and look after a number of flowerpots that can be transported to and from events to brighten up areas but prevent vandalism and anti-social behaviour with the planters. Cllr Benton proposed that Cllr Davies be approved to spend up to £200 on pots, compost, and plants. This was seconded by Cllr Tunas Bana and agreed by all members.
- b) **Littleton Leisure Park** – A written report had been circulated to members prior to the meeting, members accepted the report as presented. Cllr Newman proposed approval is given to purchase the wood stock needed for ongoing repair work, this was seconded by Cllr Tunas Bana and agreed by all members. it was agreed to hold the Biannual site meeting on Saturday 29th October at 10am and the admin meeting will be held on 3rd November 22.
Cllr Newman suggested obtaining some Bluebell bulbs to plant at the Leisure Park as now is the right time of year to plant bulbs. Cllr Davies agreed to look for some Bluebell bulbs.
- c) **Sports Ground** – A written report had been circulated to members prior to the meeting, members accepted the report as presented.

Resolved

- a i) Cllr Tunas Bana is to investigate the possibility of power to the Village Green.
- a ii) Approval is given for Cllr Davies to purchase pots, compost, and plants up to the value of £200 and to look after the plants between events.
- b i) Approval is given to purchase wood stock for ongoing repair works.
- b ii) Biannual site meeting Saturday 29th October at 10am, Admin meeting Thursday 3rd November 22.
- c) Noted.

179/22) PHASE 2 MEMORIAL BRICKS PROJECT

Cllr Ashley proposed arranging a site meeting with Sutton & Wilkinson, members agreed to this recommendation. Cllr Ashley to consult with Sutton & Wilkinson and advise members of the date and time. Cllr Ashley has been contacted by Mr Matthews who would like to do an article and photos in the Express and Star and include the Memorial Garden. Cllr Ashley nominated Cllrs Newman, Lester, and Tunas Bana to attend, members agreed.

Cllr Newman enquired with Cllr Ashley on the development of the plans for the plaque/s for the plinth, Cllr Ashley reported that there had been no further development. Cllr Tym suggested having a plaque to commemorate the Queen. It was agreed that members would forward all suggestions and ideas to the Clerk by the end of October.

Noted

Cllr Ashley left the meeting at 9.05pm

180/22) PUBLIC EVENTS

Members had been circulated with minutes from the Public Events Committee meeting held on 6th October 22. Members were happy with the plans and progression of all three events.

Noted

181/22) PAPERLESS MEETINGS

Members had been circulated with a written report, the report was accepted as presented. Cllr Tunas Bana showed members where the planned login area is on the web site, it is expected that eventually we will lodge all relevant documentation for meeting in this area.

Noted

182/22) ITEMS FOR DISCUSSION AT THE NEXT MEETING.

- a) Future Project Planning – Cllr Newman
- b) Christmas treats and gifts – Cllr Thompson
- c) Cllr Lester suggested to members to investigate access to the village green via the Doctors surgery car park at some point in the future.

Noted

Members moved Standing Orders to 10.15pm

183/22) DATE AND TIME OF NEXT MEETING

The next meeting will be held on Thursday 10th November 2022, in Huntington Community Centre, commencing at 7pm.

Signed _____

Date _____

CONFIDENTIAL

Resolved

In accordance with section 1 of the public bodies (admission to meetings) Act 1960 the Council Resolved that the Public were excluded from the meeting on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted

Cllr Smith left the meeting at 10.05pm

184/22) VACANT POSITION

The Clerk had circulated draft advert and Job Description for the vacant Handyperson position. Members discussed at length the job title, hours, and other options of covering the duties. Cllr Lester proposed that the draft advert and Job description is approved as presented. This was seconded by Cllr Tunas Bana and all members agreed.

Resolved

That the vacant position will be advertised as agreed.

Meeting closed at 10.25pm

Signed _____

Date _____