

HUNTINGTON PARISH COUNCIL

Minutes of the meeting held on 10th November 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 K Bury.

IN ATTENDANCE: Mrs L McClymont (Clerk), Mr D Wheatley (Finance Officer), 3 public attending.

185/22) APOLOGIES FOR ABSENCE

Apologies were received from D Silvester and (Miss) A Smith, Cllr David Williams – County Councillor

Noted

186/22) PUBLIC QUESTION TIME

There were no questions from the public.

Noted

187/22) CHAIRMAN'S ANNOUNCEMENTS AND ANY OTHER AGENCIES PRESENT

A written Chairmans report had been circulated to all members prior to the meeting. The report was accepted as presented.

Noted

188/22) 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.

Noted

189/22) COUNTY COUNCILLOR REPORT - CLLR DAVID WILLIAMS

The County Councillor was not in attendance and did not submit a written report.

Noted

190/22) 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 the Local Plan is out for consultation, and it appears there is only one site identified for Huntington and that being the Pear Tree Farm site which has been identified for a number of years as development land.

Noted

191/22) MINUTES OF THE MEETINGS HELD ON THE 13th OCTOBER 2022.

The minutes of the Parish Council meeting held on 13th October 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 Tym and all members unanimously agreed.

Resolved

The minutes of the Parish Council meeting held on 13th October 22 were approved as a true record of the meetings and were signed by the Chairman.

192/22) MATTERS ARISING

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

Noted.

193/22) FINANCE

a) Finance Statement

Salaries for November 2022	£4,407.92	
NEST Pensions - November	£ 214.61	
Cropper Grounds Maintenance (Oct)	£ 672.49	
Dales of Cannock (Comm. Centre consumables)	£ 166.16	
J. Kelsall Builders Merchants (wood, sand, gravel, cement)	£ 170.78	

Instant Print (Banner)	£ 136.80	
Go Education (screens)	£1,650.00	
Staffs County Council (GDPR assistance)	£ 317.50	
J. Newman expenses (Flyers)	£ 68.56	
H. Caulfield expenses (mobile phone – Nov 22)	£ 5.00	
L. McClymont expenses (Xmas gifts and keys)	£ 92.00	
Fasteners (Midlands) Ltd (nuts and bolts)	£ 108.22	
M. Thompson expenses (electricals for Comm. Centre)	£ 104.57	
D. Davies expenses (plants and pots)	£ 186.67	
S. Spears expenses (keys, bins, fuel)	£ 56.62	
Helen Gough (stall refund)	£ 5.00	
Bradley's Accountants (payroll)	£ 189.00	
TOTAL	£8,362.90	

DIRECT DEBITS TAKEN SINCE THE LAST MEETING

Coopers Waste	£ 84.00	
SEFE Energy (electricity)	£ 609.15	
SEFE Energy (gas)	£ 11.20	
TOTAL	£ 704.35	

INCOME FOR MONTH

TOTAL	£ -	

FINANCIAL STATEMENT

CURRENT ACCOUNT BALANCE	£65,146.44	
LESS PAYMENTS AGREED	£ 8,362.90	
LESS OUTSTANDING CHEQUES	£ -	
BALANCE IN CURRENT ACCOUNT	£56,783.54	
TOTAL	£56,783.54	

ON DEPOSIT

BUSINESS INSTANT ACCESS ACCOUNT		
General reserves + interest	-£48,924.47	
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	£70,393.84
Total	£ 70,393.84	

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

Cllr Ashley requested that the Finance Officer contact the utilities company as soon as possible to provide meter reading to establish a realistic credit or debit balance in time for the next meeting and report back to the Parish Council.

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

c) Quotation – HIVE – Members had been circulated with the quotation for £435 to install a Hive system to control the heating in the Community Centre. Cllr Tunas Bana proposed it was accepted and seconded by Cllr Tym and all members agreed.

d) Quotation – Installation of Electricity on the Village Green – Members had been circulated with the quotation and supporting documentation. Electricity connection £2,236.58, Cabinet £406.80 and there will need to be a concrete pad installed but the price is unknown at this time. Cllr Lester proposed that the

quotation for the installation of electricity and the cabinet as recommended is approved. This was seconded by Cllr Newman and agreed by all. It was agreed to circulate the cost of the concrete pad by email once received.

e) Screw Fix Account Card – Cllr Thompson advised that he had passed on to the Finance Officer the form to apply for an account with Screw Fix to purchase items needed on account. It was agreed that Cards should be obtained for the Ranger, Cllrs Thompson, and Newman. All members agreed.

Resolved

- a) That all payments are approved for payment as presented. The Finance Officer to submit utility meter reading and report back debit or credit situation of the accounts.
- b) That the Finance Summery report was accepted as presented.
- c) That the quotation of £435 to install Hive heating controls in the Community Centre is accepted.
- d) That the quotation for electrical installation and suitable cabinet for the Village Green is approved
- e) That an account be obtained with Screw Fix and cards obtained for the Ranger and Cllrs Newman and Thompson.

194/22) ADDITIONAL PUBLIC QUESTION TIME

Two members of the public entered the meeting wishing to address the Parish Council about a proposition from the Shaft Markers Group. Members agreed to halt the meeting and listen to what they had to say. They reported on the Shaft marker Group, how they set up and what they have achieved, they asked the Parish Council to provide help with looking after their garden and monuments and requested CCTV coverage of this. They also stated that they could obtain two mining tubs free apart from the transport, sighting, and maintenance to make good. Cllr Ashley asked what input the school have as their items and garden are on school property. It was agreed to hold a separate more in-depth meeting with the Shaft Markers group to explore this issue further and report back to the next Parish Council Meeting. Cllr Ashley offered to co-ordinate the meeting and take notes of the meeting. It was agreed that Cllrs Ashley, Lester, Thompson and Tym would attend the meeting representing the Parish Council.

Noted

The 2 members of the Shaft Markers group left the meeting at 8.05pm

195/22) PLANNING

The following planning items were received for consideration this month.

Planning Number 22/01012/ADV	Application: - Single illuminated 48-sheet digital poster display	Address: - 66 Stafford Road Huntington Cannock WS12 4PE
Decision Consultation observations to be submitted by 28 th November 22		
Object Safety grounds, being a distraction, not in keeping with the street scene, overbearing, removal of established trees and the suitability of adverts so near to a primary school.		

196/22) PROJECT PLANNING

A written report had been circulated to members prior to the meeting. The Chairman took members through the spreadsheet of ideas raised.

Cllr Tym requested that traffic calming outside of the school be added and Cllr Tym would be the responsible councillor for that project.

Cllr Newman explained that this is the way forward to progress and control project and to ensure we achieve what we set out to do and not get overwhelmed by too much going on at one time.

Noted

197/22) CORRESPONDENCE

A written report of correspondence of note for the Parish Council meeting was circulated prior to the meeting

17/10/22	South Staffs Council	Residents Survey	Circulated and put on social media
----------	----------------------	------------------	------------------------------------

19/10/22	South Staffs Council	Annual Rough Sleepers Survey on the night of 2 nd November 22 into the morning 3 rd November 22	Circulated to members requested a member to complete
20/10/22	Sutton & Wilkinson	Budget costing for the installation of named bricks	Circulated to members
01/11/22	Staffordshire County Council	Confirmation of contract, invoice and documents relating to the provision of GDPR support.	
02/11/22	South Staffs Council	Details of – Community is the Best Medicine Fund - possible funding towards a Warm Space Project	Circulated, this will require a full project plan including a breakdown on cost any funding will be used against. It needs to be a regular facility and it will also require photo evidence and update reports
09/11/22	South Staffs Council	Next stage of the Local Plan consultation – Publication Plan Consultation (6 weeks) Friday 11 th November until 12 noon on Friday 23 rd December 2022. The publication can be viewed online on South Staffs web site. There will be local in-person events appointment to be booked 01902 696 423 Locality 1 Monday 14 th November at Haling Dean Centre Penkridge.	Circulated to all members.

198/22) COMMUNITY CENTRE

Members had been circulated with a set of minutes from Huntington Community Association meeting held on the 3rd November 22 and a draft of a proposed new Community Centre sign. Members accepted the information as presented.

Cllr Tunas Bana presented his proposal to develop a Warm Space Project in the Community Centre, his report had been circulated prior to the meeting. Cllr Tunas Bana proposed setting up a sub committee to investigate the possibility this was seconded by Cllr Benton and agreed by all. It was also agreed that the committee would consist of Cllr Tunas Bana, Benton, Newman and Bury

Resolved

That a sub committee be set up to investigate hosting a Warm Space Project in Huntington Community Centre. Committee members are Cllrs Tunas Bana, Benton, Newman and Bury.

199/22) AMENITIES

- a) **Village Green** – A written report had been circulated to members prior to the meeting, members accepted the report as presented.
- b) **Littleton Leisure Park** – A written report had been circulated to members prior to the meeting, members accepted the report as presented. Cllr Thompson explained to members the need to purchase a stock of wood for use in general maintenance of the area. Cllr Davies proposed that approval be granted for Cllr Thompson to order the wood needed from the suppliers this was seconded by Cllr Tunas Bana and agreed by all members
- c) **Sports Ground** – A written report had been circulated to members prior to the meeting, members accepted the report as presented. Members approved the charity football match on 19th November as requested.

Resolved

- a) Noted
- b) Approval is granted to purchase the necessary wood from the suppliers for the maintenance of the area.
- c) Charity Football match approved for 19th November 22.

200/22) PHASE 2 MEMORIAL BRICKS PROJECT

Members had been circulated with a written report prior to the meeting. Cllr Ashley took members through his report and the updated situation. Members accepted the report as presented.

Noted

201/22)PUBLIC EVENTS

Members had been circulated with minutes from the Public Events Committee meeting held on 3rd November 22. Members were happy with the plans and progression of all three events.

Cllr Davies requested that the budget of £200 for plants and posts for public events be increased by £50 this was seconded by Cllr Tunas Bana and agreed by all members.

Cllr Newman asked members what colour lights for the Christmas Tree following a show of hands it was agreed to purchase warm white lights.

Resolved

That the budget for plants and platers be increased by £50 to a total of £250.

That warm white lights are purchased for the Christmas Tree

202/22)ITEMS FOR DISCUSSION AT THE NEXT MEETING.

- a) The Chairman will provide light refreshments prior to the December meeting commencing at 6.30pm – Cllr Newman
- b) Layout of the Council Chamber – Cllr Ashley

Noted**203/22) DATE AND TIME OF NEXT MEETING**

The next meeting will be held on Thursday 8^h December 2022, in Huntington Community Centre, commencing at 6.30pm.

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

204/22) VACANT POSITION

The Clerk had circulated applications for the position. It was agreed to interview at a mutually convenient day and time for the Staffing Committee.

Noted

205/22) CHRISTMAS THANKYOU

Cllr Thompson proposed purchasing a gift voucher by way of thankyou to the volunteer litter picker in the village. It was agreed that a £50 Morrisons voucher be purchased this was seconded by Cllr Davies and agreed by all.

Meeting closed at 9.56pm

Signed _____

Date _____