

FORSBROOK PARISH COUNCIL

07919 911938

clerk@forsbrookparishcouncil.org.uk

www.forsbrookparishcouncil.org.uk

Minutes of the meeting held on Thursday 27 April 2023 19:30 hours at Blythe Bridge Village Hall

Members Present

Chairman Herdman	Vice Chairman Yates
Cllr Felin	Cllr Holmes
Cllr Byatt	Cllr Mccready
Cllr White	

In Attendance

Kevin Reid	
Marc Durose	
District Cllr Flunder	

1. Apologies for Absence

Cllr Ward

2. & 3 Declarations of Interest & Register of Interests

<u>Item</u>	<u>Member</u>	<u>Nature</u>
Blythe Bridge Village Hall Committee	Councillor J Felin	Part of the management committee
Planning	Cllr Holmes	Member of SMDC Planning Committee
SMDC	Cllr Herdman	Resident adjacent to local plan site

4.	To consider for accuracy and to approve the minutes of the meeting March 2023 Unanimously agreed to approve.
5.	Residents issues No residents present.
6	County and District Reports County Cllr Ward not present. Cllr Flunder – Gave an update on issues at SCC in Cllr Ward absence. 55 Million extra for Highways and were looking at a new way of working. Cllr Flunder as SMDC – gave a round up of the issues at SMDC.
7.	April Accounts a) April Accounts for approval Cllr Felin had signed the accounts when the Council should have met on the April 17 th but were inquorate, the accounts had been previously circulated and were available on the web site.

FORSBROOK PARISH COUNCIL

07919 911938

clerk@forsbrookparishcouncil.org.uk

www.forsbrookparishcouncil.org.uk

	<p>b) Bank Reconciliation (previously circulated by email and available on the web site) – unanimously agreed to accept</p> <p>c) To Approve the Annual Governance Statement – Proposed by Felin Seconded by Cllr Yates</p> <p>d) To approve the Annual Accounting Statement proposed by Cllr White, seconded by Cllr Felin</p> <p>e) To Appoint the Internal Auditor for YE 2024 – Topliss Associates – Proposer Herdman, seconded by Cllr Holmes.</p> <p>f) To note the Internal Audit report for YE2023 – Received</p> <p>g) The Councillors thanked the Clerk.</p>
8	<p>Clerks report</p> <p>The Clerk explained that she had no choice but to authorisation the grass cutting via Darren Girling as the previous meeting was inquorate.</p> <p>She had circulated the prices and had asked if anyone had any objections and not received any. She had consulted with the Chairman prior to authorisation.</p> <p>The Clerk explained that Clarke Kent had offered to help with extra gravel for the surface to ensure it was the standard that the Parish Council wanted Proposal from Cllr Holmes to pay them 50% of the remaining amount and the remaining when fully complete it was unanimous.</p> <p>Angela Dale was looking to fund via SMDC an addition link from the Mount Road footpath via a grant</p> <p>Reports of usage was good for the track and gym equipment and it was being utilised by lots of people.</p>
9	<p>To approve the list of Policies previously circulated as attached list.</p> <p>Unauthorised Encampments, changing rooms, complaints, contract hire, co-option, data protection, developer engagement, Risk Assessment, FOI, Grants, vexatious complaints, media, Standing Orders, financial regs, Pensions Discretion, Training and Development.</p> <p>Proposed by Herdman and seconded by Cllr Yates</p>
10.	<p>Update on the Police House</p> <p>Cllr Herdman and Cllr McCreedy updated the meeting on the following</p> <ul style="list-style-type: none">• The scheme has now changed for 10 residential units to 12• The increase in units is due to the financial constraints on the scheme in terms of rising costs and finance• The planning application has been withdrawn and a revised one will be resubmitted shortly, initial discussions with the planning department had been favourable.• Clarification on the public carpark and open space which will be owned by Staffs County Council, leased and paid for by SMDC• Adoption of the access road was discussed and SCC would pursue this with Highways as it would ,make more sense for the access road to be adopted as it serves a residential development• The plans will be revised to make the road adoptable standard <p>Page 2</p>

FORSBROOK PARISH COUNCIL

07919 911938

clerk@forsbrookparishcouncil.org.uk

www.forsbrookparishcouncil.org.uk

	<ul style="list-style-type: none">• Tenders for the project had been received and were roughly 190K over budget. The tender will need to be re advertised for the 12 units• A breakdown of the costs per partners would be circulated this week• Andrew Stokes would discuss with SMDC finance department regarding the interest rates we had been offered.
11	CCTV update We are awaiting for a report to go through cabinet once that is done we should have more progress with the matter.
12	Planning – Cllr Holmes left the room SMD/2023/0123 – Netherlee, New Close Avenue – Internal Alterations, installation of dormers, windows, raising the ridge height and creation of first floor - No objections
13	Cemetery Memorial stone issue at the cemetery – Hart memorials had offered to replace the stone for £500 proposal by Cllr White to replace the stone and seconded by Cllr Felin Cllr McCReady asked the Clerk to write a letter to explain that it is given with no liability accepted and a gesture of goodwill and write a confidentiality clause. Clerk to ask the Murray the Solicitor to draft the letter. Unanimous decision carried Cllr Herdman abstained – due to dealing with the family on the day of the incident Clerk would draft a policy for memorials stone theft and insurance. Clerk – to get quotes for collapsible bollards to replace the other ones.
14	Environment Cllr White – Concerns over the state of the roads and pot holes. Cllr McCready – Stated that he would like to see a bollard in the middle of the gates at the changing rooms, Clerk to do some research and provides quotes. Cllr Yates – Speed limits signs by Chandai cottage, Clerk to email Highways and ask for a signage review. Clerk would also speak to the Safer Roads Partnership for the camera van to attend and a traffic survey. Cllr McCready - asked the Clerk to obtain quotes for a middle post for the gates at the changing rooms carpark to enable it to opened in the day
15	Councillor Updates
	Meeting closed 8:30pm Page 3