

MINUTES OF COUNCIL MEETING HELD ON MONDAY 18th MAY AT BLYTHE BRIDGE AND FORSBROOK VILLAGE HALL.

MEMBERS PRESENT: Councillor Mrs P Shufflebotham (Vice Chairman)
Councillor J W Cornwall
Councillor Mrs C Hopley
Councillor Mr F Hopley
Councillor P Jones
Councillor Miss J P Morris
Councillor A J Mould
Councillor Mrs N Stanier
Councillor I Herdman

IN ATTENDANCE:

Residents (4)
Mrs D Plant Clerk

1. APOLOGIES FOR ABSENCE.

Apologies were received from County Councillor W. Day, Councillor Miss S Farr, Councillor A E Wilson and Councillor B Yates

2. DECLARATIONS OF INTEREST.

Item	Member declaring interest	Nature of interest
Staffordshire County Council - Highway Issues	Councillor P. Jones	Personal – Staffordshire County Council Highway Officer Mary Anne Raftery personal friend.
Tesco		Personal – employee of Tesco.
Foxfield Steam Railway	Councillor A. J. Mould	Personal – volunteer at Foxfield Railway.
Staffordshire County Council – William Amory Primary School.	Councillor Mrs. P. Shufflebotham	Personal – Governor at the William Amory Primary School.
Staffordshire County Council – Rights of Way Issues.		Personal – Daughter employed by Staffordshire County Council in the Rights of Way Department.

3. TO ELECT CHAIRMAN, VICE CHAIRMAN AND COUNCILLORS TO OVERSEE FINANCE

Vice Chairman Councillor Mrs P Shufflebotham opened the meeting and addressed the Parish Councillors stating the following:-

The Clerk has today received Chairman Councillor Mrs G Burton's letter of resignation. I would like to extend my thanks and I am sure that the Parish Councillors will join me in thanking Mrs Burton for her hard work and dedication during her time with Forsbrook Parish Council and wish her well for the future.

All Councillors unanimously agreed.

Vice Chairman Councillor Mrs P Shufflebotham then went on to ask for nominations for the position of Chairman.

The Clerk added that Councillor A Wilson would like to be considered for the role. No seconder came forward.

Councillor Jones and Councillor Mould stated that they did not want to be Chairman.

Councillor C Hopley stated she would like to nominate Councillor F Hopley this was seconded by Councillor Morris. A vote was taken and Councillors Shufflebotham, Jones, C Hopley and J Morris raised their hand in favour.

Abstentions were maintained by Councillors Mould, Stanier Cornwall and Herdman.

Councillor F Hopley was duly elected as Chairman.

Chairman Councillor Frank Hopley then asked the Parish Council if there were any nominations for Vice Chairman.

Councillor Mould nominated Councillor P Shufflebotham who did not want to take on the role because of her daughter's role as Parish Clerk.

Councillors Stanier, Mould and Cornwall all stated they did not wish to be Vice Chairman.

Councillor C Hopley nominated Councillor J Morris and the nominated was seconded by Councillor Jones.

A vote was taken and it was a unanimous decision to elect Councillor J Morris as Vice Chairman.

Chairman Councillor Frank Hopley then asked for nominations for the finance committee chairman. It was a unanimous decision to elect Councillor P Jones.

4 OPEN SESSION.

4.1 Residents Issues

Paul Edwards commented on the recent traffic chaos again because of the lorry roll over on the A50 roundabout on 8th May 2015

Chairman Councillor Mr F Hopley explained that he had attended with meeting with Staffordshire County Council on 13.3.15 regarding the dangerous nature of the roundabout and he was waiting there response, they had however stated that they would be looking in to the roundabout.

Councillor P Jones stated that it was not the camber of the roundabout but the dog leg nature which caused lorries to tilt and tip over.

Paul Edwards passed to the Clerk figures he has recently be researching on the library consultation from Staffordshire County Councils website. He explained that the figures showed that Perton library has very similar running costs and footfall but had managed to stay in the County Managed County delivered facility.

4.2 County Councillors report.

In the absence of County Councillor Day there was nothing to report.

5. TO ELECT MEMBERS OF THE FOLLOWING COMMITTEES: Cemetery, Environment, Finance, Newsletter and Remembrance.

It was noted that Chairman Councillor Mr F Hopley and Vice Chairman Ms J Morris are automatically including in the above committees.

The following nominations were received and accepted unanimously.

Cemetery: Councillors Cornwall, Jones, Shufflebotham, Stanier, Herdman.
Councillor Shufflebotham will remain Chairman.

Environment: Councillors Jones, Stanier, Shufflebotham, Cornwall, Wilson and Herdman.

Finance: Councillors Jones, and Councillor C Hopley. Councillor Jones will remain Chairman.

Newsletter: Councillors Shufflebotham, Stanier, Cornwall.

Remembrance Councillors Stanier, Shufflebotham, Yates.

6 TO NOMINATE REPRESENTATIVES FOR THE FOLLOWING OUTSIDE BODIES: Staffordshire Moorlands Parish Assembly (and voting member): Blythe Bridge and Forsbrook Village Hall Committee.

It was unanimously decided for the following:-

6.1 Staffordshire Moorlands Parish Assembly – Councillor Mould to remain on the committee and to be the voting member. Councillors Farr and Jones will also join him.

6.2 Blythe Bridge and Forsbrook Village Hall Committee.

It was unanimously decided that Councillor Mrs C Hopley be the representative.

7. **INFORMATION AND REPORTS FROM REPRESENTATIVES ATTENDING 'OUTSIDE' MEETINGS.**

Nothing to report

8. **TO APPROVE THE DRAFT MINUTES OF: Council Meeting of April 20th 2015**

RESOLVED – TO AMEND ONE ITEM IN FINANCIAL WHERE THE VAT AND THE NET AMOUNT WERE IN THE WRONG COLUM.

9. **MATTERS ARISING FROM MINUTES.**

11.2 Councillor Cornwall reported that Blythe Bridge High School students were still smoking in the toilets.

Agreed that the Clerk will contact County Councillor Ian Parry who is also on the board of governors for the school and to ask for his comments, and inform the police.

10. **CLERK'S REPORT.**

It was agreed that The Clerk should now receive an appraisal and a date for this was set for Friday 22 May 5.30pm at the clerks address. Councillor Jones and Chairman Councillor Mr Hopley will be present.

11. **CORRESPONDENCE.**

Note: All correspondence/documents were available to view on the evening of the Council Meeting or by prior arrangement with the clerk.

11.1 Email from Ross Podyma – Sporting communities regarding holding holiday activities on Blythe bridge recreation ground.

The Clerk explained that she had seen the Public Liability Insurance and the previous Chairman Councillor Mrs G Burton had given the go ahead. All Councillors agreed that this was an excellent idea and matched the criteria in relation to the funding received from The Police and Crime Commissioner Grant for the CCTV on the changing rooms.

11.2 Email from Richard Totty regarding the Staffordshire Tithe Map digitisation programme.

The Council agreed to contribute £40 towards the cost of this project and the clerk will arrange for a cheque to be raised for signing at the meeting on June 15 2015.

11.3 Letter from Staffordshire County Council regarding “The proposed stopping on school keep clear road markings, no wait at any time and revocation of existing parking bays – A521 Uttoxeter Road / Cheadle Road Blythe Bridge.

This matter was received by The Parish Council and all Councillors were pleased that these matters were finally being dealt with.

11.4 Email from PCC Matthew Ellis thanking us for replying regarding the land situated in front of Blythe Bridge Police Station and the suggested for its use.

Resolved that The Clerk contacts Mr Chris Rogers Estates and facilities Manager and asks if he can attend a meeting at the site during “school run” time so he can understand the problems with traffic flow and the need for extra parking.

12 PLANNING.

12.1 Planning Applications:

SMD/2015/0214 Proposed demolition of cottage and erection of new dormer bungalow – 91 Caverswall Road.

Resolved To comment that the scale and design is in keeping with the street scene and that neighbours privacy is considered.

SMD/2015/0266 Proposed Two Storey Side Extension with pitched roof – 60 Portland Drive Forsbrook

Resolved To comment that the scale and design is in keeping with the street scene and that neighbours privacy is considered.

12.2 A letter and brochure has been received from Solstice Park regarding their intention to submit a planning application for a solar farm at Fields Farm Draycott.

Chairman Councillor Mr F Hopley suggested that if any of the Parish Councillors could make it to the public consultation on 21.5.15 it would be beneficial and that The Parish Council would now await the formal application.

12.3 Planning Approvals:

SMD/2015/0109 64 Portland drive Forsbrook – Two storey Side extension and single storey rear extension.

13. CEMETERY.

Chairman of the Cemetery Committee Councillor Mrs P Shufflebotham explained that the area used for Cremated remains is nearly full. The Clerk had spoken to Paul Mottram (Grave Digger) and they had discussed the next area which could be used.

This area is adjacent to the car park with easy access for all and no tree root issues.

Councillor Shufflebotham asked if the Parish Council were in agreement to use this area next.

Resolved Clerk to speak to Paul Mottram to inform him of the decision.

14. ENVIRONMENT.

14.1 Environment Issues.

Issue	Action
Man hole cover on both level crossings	Clerk to chase SCC
Pot Holes on Stallington Lane	Clerk to inform SCC

14.2 Councillor P Shufflebotham asked if Vice Chairman Councillor J Morris could book the village hall for the annual Remembrance Day service on 8.1.2015 and could the Clerk book the band for the day.

15. FINANCE.

15.1 Bank balance.

It was noted that the bank balances are

Co-operative Bank plc – 30 April 2015	36778.18
Unity Trust Bank – 31 April 2015	100211.00

15.2 The following cheques were presented for payment.

Cheque Number	To Whom Paid	Particulars	Net	Vat	Total
402449	Elizabeth Thompson	Internal Audit			108
402450	Cheadle Tean Times	Advert for Annual Parish Assembly			43.20
402451	Dawn Plant	Clerk Salary and expenses			778.41
402452	Quality Office Supplies	Stationery	29.76	5.95	35.71
402453	Town and Country	Lengthsman	964	192.80	1156.80
402454	Total Pest Control	Mole Control			60.00
DD	Severn Trent	Cemetery			15.63
DD	Severn Trent	Changing Rooms			48.11
DD	Eon	Changing			134.00

RESOLVED:

- To approve payment of May 2015 accounts.

15 To approve the Year End Accounts

15.1 Copies of the following documents were received and approved. No questions were raised.

- Annual Return for period ending 31st March 2015.
- Accounts for period ending 31st March 2015.
- Bank reconciliation, reconciliation between boxes 7 and 8 (payments in advance, VAT recovery and creditors) and explanation for variances as at 31st March 2015.
- Fixed asset register for period ending 31st March 2015.
- Parish Council Internal Audit Control.
- Income and Expenditure for period 1st April 2014 to 31st March 2015.

15.2 Internal Audit for Financial Year 2014/15.

To the Chairman and Members of the Council.

I have completed the key tests recommended by the Audit Commission for the purpose of signing the Annual Return.

The Council's internal controls in place are effective. The records and accounts maintained are kept to a high standard and in good order.

E. Thompson, CPFA
Internal Auditor

16th May 2015

15.3 Annual Return – Declaration Section 2 – Annual governance statement.**RESOLVED**

To record a "YES" response to all the questions in section 2 of the above statement.

The meeting concluded at 9.55pm

Clerk to the Council

Chairman