

FORSBROOK PARISH COUNCIL

Clerk: Dawn Plant, 18 Hillside Avenue, Forsbrook, Staffordshire, ST11 9BH

07919 911938

forsbrookparishcouncil@outlook.com

www.forsbrookparishcouncil.org.uk

Minutes of the meeting held on Monday 19 October 2020 19:30 hours via Zoom.

Members Present

Vice Chairman Herdman	Cllr Yates
Cllr McCready	Cllr Bryant
Cllr Felin	Cllr Darrant
Cllr Holmes	

In Attendance

District Cllr Flunder	County Cllr Ross
Alec Sandiford	

1. Apologies for Absence

<u>Chairman Jones, Cllr Mould</u>

2. Declarations of Interest

<u>Item</u>	<u>Member</u>	<u>Nature</u>
Foxfield Steam Railway	Councillor A Mould	Volunteer at Foxfield Railway
Blythe Bridge Village Hall Committee	Councillor J Morris	Part of the management committee
Staffordshire County Council - Highway Issues	Councillor P Jones	Personal – Staffordshire County Council Highway Officer Mary Anne Raftery Personal friend.
Tesco		Personal – employee of Tesco.
Planning	Cllr Holmes	Member of SMDC Planning Committee
SMDC	Cllr Herdman	Resident adjacent to local plan site

3.	OPEN SESSION	ACTION
4	RESIDENTS ISSUES	

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	No residents were present.	
5.	COUNTY COUNCILLORS REPORT County Cllr Ward had circulated his report and the Cllr's noted it.	
6.	INFORMATION AND REPORTS FROM REPRESENTATIVES ATTENDING OUTSIDE MEETINGS INCLUDING DISTRICT COUNCILLORS Cllr Holmes reported that he had attended a meeting with Chairman Jones and the Clerk regarding installation of CCTV around the Parish and the matter was on going. Cllr Flunder urged everyone to attend the Parish Assembly on the 22 nd October. Cllr Flunder asked if the Clerk could publicise the Planning White paper that the government is seeking views on. This was added to the Parish FB page. Cllr Flunder asked Cllr Yates to lay his wreath at the Parish Cenotaph.	
7.	TO APPROVE THE DRAFT MINUTES FROM September 2020	
	Unanimously agreed to approve the minutes	
8 & 9.	MATTERS ARISING FROM MINUTES and CLERKS REPORT	
	The Clerk gave updates on the following issues:- Defib at Forsbrook Primary SIDS Bee Keepers Edge cemetery software Asking the Councillors to consider any projects they would like to work on for the following financial year To consider their thoughts on the upcoming budgetary process and Precept setting.	CLERK
10	CORRESPONDANCE	
11	Policy Updates The Cllrs unanimously agreed to adopt the unauthorised encampment policy and the Terms and Conditions for the Football Pitch	CLERK
12	Gateway Signs Cllr Holmes proposed that the Council invest some money into Gateway signs for the Parish to slow the speed of traffic. Cllr Felin Seconded and the decision was carried unanimously. The Clerk and Cllr Holmes would investigate options and come back to the November meeting.	

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13	<p>Cooption Alec Sandiford was present at the meeting, the Councillors had previously received his application for cooption as a Parish Councillor via email. Alec was placed in the waiting room whilst the Councillors discussed the application. It was unanimous to coopt Alec on the Parish Council. The Clerk would forward all the relevant paperwork the following day.</p>	
14	<p>POLICE POST COMMUNITY ASSET Cllr Flunder gave an update on the progress so far.</p>	
15	<p>REMEMBRANCE DAY The Clerk gave an update and let the Councillors know that there would be wreath laying between 10am – 12 noon on 8.11.2020 where anyone who had previously had a wreath would be able to visit the Cenotaph to pay their respects. The Clerk and Cllr Yates would be on site to ensure social distance was observed.</p>	
16	<p>YOUTH SHELTER The Clerk reported that she had received a request for a youth shelter on the recreation ground. The Councillors asked Cllr Bryant to investigate the Parish Councils options and they would revisit the item again.</p>	
17	<p>DONATIONS It was unanimously agreed to donate to the charitable organisations on the annual donation. In addition to this it was agreed to donate £100 from the Fete account £100 to Sydney Davies a local athlete and £150 to the Tiddlers group.</p>	
18	<p>PLANNING SMD/2020/0450 – 17 Crossfield Avenue Cllr Holmes was placed in the waiting room No Objections</p>	
19	<p>ENVIRONMENT Cllr Felin reported the parking problems on Millbrook Gardens Cllr Holmes reported he had been working with Forsbrook Primary School and their eco garden. The Clerk would work with Cllr Holmes to put them in touch with Staffordshire Bee Keepers. Cllr McCready asked if the Clerk could investigate purchasing some industrial LED lights for the trees in the Parish in particular the County Councils trees at the Library. Cllr Herdman said he would look at where they could be sourced from.</p>	
21	<p>FINANCE The Councillors noted the bank reconciliation previously circulated via email. The Councillors approved the payments detailed below.</p>	

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	TO NOTE THE EXTERNAL AUDIT REPORT																																
	The Clerk reported that the external audit report and AGAR had been received back and was now available to view on the web site.																																
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 35%;">BB Village Hall</td> <td style="width: 30%;">274.50</td> <td style="width: 35%;">19/20 hire</td> </tr> <tr> <td>MW Garden Services</td> <td>660</td> <td>Handyman Services</td> </tr> <tr> <td>Dawn Plant</td> <td>2055.80</td> <td>Salary and expenses</td> </tr> <tr> <td>Staffs Pensions</td> <td>721.47</td> <td>Clerks Pension</td> </tr> <tr> <td>Town and Country</td> <td>1426</td> <td>Lengthsman</td> </tr> <tr> <td>AED</td> <td>87</td> <td>Defib battery</td> </tr> <tr> <td>Eon Highway lighting</td> <td>1163.66</td> <td></td> </tr> <tr> <td>PAYE</td> <td>759.85</td> <td></td> </tr> <tr> <td>SPCA</td> <td>25</td> <td>Training</td> </tr> <tr> <td>RBL</td> <td>100</td> <td>Wreath</td> </tr> </table>		BB Village Hall	274.50	19/20 hire	MW Garden Services	660	Handyman Services	Dawn Plant	2055.80	Salary and expenses	Staffs Pensions	721.47	Clerks Pension	Town and Country	1426	Lengthsman	AED	87	Defib battery	Eon Highway lighting	1163.66		PAYE	759.85		SPCA	25	Training	RBL	100	Wreath	
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The meeting closed at 9:05pm