

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 21 September 2020 19:30 hours via Zoom

Members Present

Chairman Jones	Vice Chairman Herdman
Cllr McCreedy	Cllr Yates
Cllr Mould	Cllr Darrant

In Attendance

County Councillor Ward	District Councillor Flunder
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1. Apologies for Absence

Cllr Holmes, Cllr Bryant, Cllr Felin

2. Declarations of Interest

<u>Item</u>	<u>Member</u>	<u>Nature</u>
Foxfield Steam Railway	Councillor A Mould	Volunteer at Foxfield Railway
Staffordshire County Council - Highway Issues	Councillor P Jones	Personal – Staffordshire County Council Highway Officer Mary Anne Raftery Personal friend.
Tesco		Personal – employee of Tesco.

3.	OPEN SESSION		ACTIO
4	RESIDENTS ISSUES		
	No residents were present		
5.	COUNTY COUNCILLORS REPORT County Councillor Ward had circulated his report to members before the meeting had started.		

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6	<p>INFORMATION AND REPORTS FROM REPRESENTATIVES ATTENDING OUTSIDE MEETINGS INCLUDING DISTRICT COUNCILLORS.</p> <p>District Cllr Flunder reported that SMDC had recently had a full council meeting. The new local plan was now going ahead. The new CEO of SMDC had been announced as Andrew Stoke.</p> <p>SMDC had given its members extra money for funding of local groups and Cllr Flunder urged any local groups who required funding to contact their District Councillors to discuss what was available.</p> <p>District Cllr Herdman explained that SMDC had set up an Environmental sub committee who were tasked at looking at various important issues around climate change. Parish Councils were to be invited to take part and voice concerns from a local level.</p>		
7	<p>TO APPROVE THE DRAFT MINUTES FROM July 2020</p> <p>Unanimously agreed to approve. November minutes</p>		
8	<p>MATTERS ARISING FROM MINUTES</p> <p>None to report</p>		CLERK
9	<p>CLERKS UPDATE</p> <p>The Clerk reported the following:-</p> <p>Newsletter – Asked if she could pursue compiling a list of local voluntary groups for publication.</p> <p>Bee Keeping – Staffordshire Bee Keepers had confirmed that they wished to re site their apiaries into the cemetery and the Clerk had forwarded a grant application form to them for a new shed.</p> <p>Petition regarding the pavements – This currently had approx 125 signatures.</p>		CLERK
10	<p>CORRESPONDENCE AND MATTERS FOR DISCUSSION</p>		
11	<p>CLERKS HOURS</p> <p>Chairman Jones explained that he wanted to propose that the Clerks hours were increased to 35 hours per week. He went on to explain that the Clerk could then investigate possible funding streams etc.</p> <p>Vice Chairman Herdman Seconded</p>		

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	Unanimous Vote to increase the Clerks hours to 35 with immediate effect.		
12	CHANGING ROOMS AND GRANT FUNDING The Clerk explained that she had been investigating possible funding streams for the changing rooms and SIDS devices. She would continue to work on this and submit a bit once all necessary quotes had been received.		
13	COOPTION Item withdrawn		
14	POLICE POST UPDATE Cllr Flunder gave an update on the bidding process.		
15	REMEMBRANCE DAY The Clerk explained that the RBL had now advised that no parades were to take place. However the selling of Poppies was still able to take place. The situation is obviously a changing environment due to Covid 19. The Clerk suggested that the Parish Councillors laid wreaths on Remembrance Day and it could be live streamed to facebook.		
16	CEMETERY MANAGEMENT SOFTWARE The Clerk had circulated quotes for cemetery management software and Chairman Jones proposed that the Council purchased the Edge version. Cllr Yates seconded. Unanimous decision to purchase Edge software.		
17	PLANNING SMD/202/0511 – 11 Scarratt Close – Proposed bedroom and bedroom extension over existing garage and utility No Objections SMD/2020/0484 – 10 Scarratt Close – Demolition of existing conservatory and construction of new rear lounge extension and partial conversion of existing garage to form garden room. No objections.		CLER
	PLANNING APPROVAL / REFUSAL -		
	NONE		
18	CEMETERY Nothing to report		CLER
19	ENVIRONMENT AND ENVIRONMENT REPORT Chairman Jones reported that the Clerk had reported the state of the area around Coral bookmakers.		CLER

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	<p>Chairman Jones reported that MW Garden Services had done a fantastic job in responding to a fallen tree on Uttoxeter Road.</p> <p>Cllr Yates asked the Clerk to chase William Amory regarding the cutting of the hedges.</p> <p>County Cllr Ward confirmed that he was trying to arrange a meeting between David Williams at SCC to discuss the state of the pavements and the junction of the A521.</p> <p>Vice Chairman Herdman asked the Clerk to progress the bench and planters for Stallington Road.</p>																													
20	FINANCE																													
	<p>APPROVE ACCOUNTS AND PAYMENT September 2020</p> <p>The bank reconciliation was presented to the Council via email.</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <tr> <td style="width: 30%;">Apollo Gas</td> <td style="width: 30%;">290</td> <td style="width: 40%;">Boiler service and spares</td> </tr> <tr> <td>MW Garden Services</td> <td>225</td> <td>Handyman Services</td> </tr> <tr> <td>Dawn Plant</td> <td>1868.15 (Expenses 424.57)</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>1540.80</td> <td>Lengthsman</td> </tr> <tr> <td>AED</td> <td>175</td> <td>Half a cabinet with Dilhorne</td> </tr> <tr> <td>Key Cleaning solutions</td> <td>420</td> <td>Changing room cleaning</td> </tr> <tr> <td>Came and Co</td> <td>2318.61</td> <td>Insurance</td> </tr> <tr> <td>Playsafety</td> <td>132.60</td> <td>ROSPA inspection</td> </tr> </table>	Apollo Gas	290	Boiler service and spares	MW Garden Services	225	Handyman Services	Dawn Plant	1868.15 (Expenses 424.57)	Salary and expenses	Staffs Pensions	721.47	Clerks Pension	Town and Country	1540.80	Lengthsman	AED	175	Half a cabinet with Dilhorne	Key Cleaning solutions	420	Changing room cleaning	Came and Co	2318.61	Insurance	Playsafety	132.60	ROSPA inspection		
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The meeting closed at 8:30pm