

FORSBROOK PARISH COUNCIL

07919 911938

clerk@forsbrookparishcouncil.org.uk

www.forsbrookparishcouncil.org.uk

Minutes of the meeting held on Monday 11 December 2023 19:30 hours at Blythe Bridge Village Hall

Members Present

Chairman Herdman	Cllr Felin
Vice Chairman Yates	Cllr McCready
Cllr Reid	

In Attendance

Dawn Plant – Clerk	Gemma Belski
--------------------	--------------

1. Apologies for absence

Cllr Holmes – Holiday	Cllr Ward
Cllr Byatt -Illness	

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 October 2023 Unanimously agreed to approve.
5.	Residents issues. No one present.
6	Handyman updates. The Clerk read out the report from Martin as he was unable to attend the meeting. The Clerk suggested that any jobs which were required were emailed to the Clerk to add to a spread sheet which can be shared once a month to the handyman and Councillors. The Clerk felt that the handyman was in danger of being overwhelmed with different instructions and instructions that were not clear. The monthly job list would enable the Councillors to monitor the works being done and allow Martin to manage his time.
7	County and District Reports Ross sent apologise Surgery on Saturday was not attended by anyone.
8.	November Accounts

FORSBROOK PARISH COUNCIL

07919 911938

clerk@forsbrookparishcouncil.org.uk

www.forsbrookparishcouncil.org.uk

	<p>a) November Accounts for approval Cllr Felin and Cllr Yates checked and approved the accounts.</p> <p>b) Bank Reconciliation (previously circulated by email and available on the web site) – unanimously agreed to accept</p> <p>c) YTD Figures and setting the budget for 2024/25 Cllr McCReady asked if the grass cutting by Millstone could be increased and perhaps look at cutting the large cemetery field less. Cllr McCReady asked if the youth groups to contact the Clerk to come and talk to the Council about any funding requests. Cllr Fellin proposed to accept the budget seconded by Cllr Yates, unanimously agreed.</p> <p>d) To note the NALC pay agreement</p> <p>e) Set the precept for the financial year ending 2025 – no paperwork received from SMDC yet, defer until January 2024</p> <p>f) Lengthsman Contract – Proposal to accept the contract and employ MW Garden Services Cllr McCReady, Seconded by Cllr Reid</p>
9	<p>Clerks report</p> <p>No response from the planning application at Birch Grove – Clerk to chase if Cllr Holmes has called it in.</p> <p>Forsbrook sign, new site for the gateway sign</p> <p>Crash on Cheadle Road, sign reported</p> <p>Email regarding the issue with A521 with David Williams</p> <p>Missing bin reported</p> <p>Emailed SMDC about Elmwood Drive</p> <p>Cllr Yates asked the Clerk to investigate the broken bus shelter.</p>
10.	<p>Update on the police houses project</p> <p>The Clerk explained that the meeting had taken place, awaiting SMDC to update if they can help with the Parish costs. The parking spaces were potentially being reduced and the surface of grass Crete used.</p> <p>There were concerns about the rising costs of the project and all parties agreed that the costs needed to be interrogated.</p> <p>The contractor who had tendered and become the preferred option for the project was present at the meeting.</p> <p>It was decided that the access road would be costed out at a standard of a private road not an adoptable standard as this would have considerable cost reductions.</p> <p>The contractor would supply these costings.</p> <p>The path that runs out from BBHS across the green space was queried and the reason for it, as this is not a legal access from the school. Vanessa the SCC project officer would find out more details about the requirements of this, however the general consensus on this was to exclude it from the plans and seek further clarification from planning as to the consequence of taking it out.</p>

FORSBROOK PARISH COUNCIL

07919 911938

clerk@forsbrookparishcouncil.org.uk

www.forsbrookparishcouncil.org.uk

	<p>Andrew Stokes at SMDC acknowledged the Parish Councils position in relation to the finite amount of money available and would support the Parish but costs must be driven down in every aspect.</p> <p>It was agreed that the trees on the portion of land that the Parish are purchasing would be left to keep costs down.</p> <p>It was made clear to Vanessa at SCC that the contribution of 32K by the County Council was meagre in terms of every bodies else's contributions and she was asked to explore the possibility of more funding to represent their interest in the project.</p> <p>The Parish made it very clear that we have 100K and nothing else, we would not be able to exchange contracts until we were assured in writing that we would not be liable for any extra costs.</p> <p>Clerk to query the amount of resident spaces for the Aspire tenants.</p>
11	<p>To discuss setting up an events working party to coordinate the Christmas events and others in the future and to apportion a budget.</p> <p>The Clerk explained that we can't start before 5pm on Sunday for the carols Working Party for events and functions were agreed.</p> <p>Christmas - Cllr McCready Cemetery Rep – Chairman Herdman Open Spaces – Cllr Reid Changing Rooms improvement plan – Cllr Reid, Cllr Herdman</p>
12	<p>80 years since D Day in 2024</p> <p>6th June 2024. Working Party meeting on 09th January 2024</p> <p>Clerk to ask SCC ref street lighting plugs and ask Cheadle who they use for lights.</p>
13	<p>Track at recreation ground – to discuss and decide if to commission an independent examination.</p> <p>Cllr McCready proposed that an independent survey is commissioned.</p>
14	<p>S137 grant applications for warm spaces at St Peters Church, Dilhorne Santa sleigh, and Fulford Community First responders.</p> <p>Proposed by Cllr Herdman and Seconded by Cllr McCready</p> <p>CFR - £610 Approved Dilhorne Santa Sleigh - £150 St Peters - £850</p>
15	<p>Planning</p> <p>Nothing to report.</p>
16	<p>Cemetery</p>

FORSBROOK PARISH COUNCIL

07919 911938

clerk@forsbrookparishcouncil.org.uk

www.forsbrookparishcouncil.org.uk

	Been a busy month, met with a contractor to get a quote for the new path, Paul Mottram and Brad had suggested a cheaper alternative to the quote, and Martin is going to get to work on it in January with a digger.
17	Environment Cllr Yates – Police have left the accident sign. Cllr McCready – Concerns about the brook, Clerk will speak Arne at SMDC for advice. Clerk to speak to Paul at ROW about the clapper bridge. Clerk to speak to Caverswall PC about the flooding Caverswall Old Road pot holes need addressing. Hedges to Foxfield are very overgrown.
18	Councillor Updates

Meeting closed 9:00pm

FORSBROOK PARISH COUNCIL

07919 911938

clerk@forsbrookparishcouncil.org.uk

www.forsbrookparishcouncil.org.uk

	Budget YE24	Actual	anticipated YE	income ytd	Budget YE25	comments
Adverts	-	-	-		-	
Audit	600.00	814.94	815.00		900.00	due to the grants we went over the threshold to the next tier of fees
Bank interest				492.24		
BKV	-	-	-		-	
Cemetery	4,500.00	6,841.00	7,500.00	5,401.00	6,000.00	anticipated YE income 10K. This line is for the grave levelling and general maintenance
Cemetery Improvements	3,000.00	4,047.72	5,000.00		4,000.00	large scale cut back. This needs looking at with the 10K income
Chairs Allowance	250.00	-	250.00		250.00	
Chairs Contingency	650.00	407.21	600.00		600.00	defib pads not required again for 4 years
Changing Rooms	1,000.00	40.00	300.00		1,000.00	
Changing Rooms & Cemetery Water / Electricity	2,000.00	2,754.94	2,700.00		3,000.00	awaiting credit from EON
Clerk Pension	9,500.00	6,466.69	9,500.00		10,000.00	NALC pay increase and reducing employer pension contribution
Clerk Salary	38,000.00	22,965.94	38,000.00		38,000.00	NALC pay increase of £1 an hour, no incremental raise for Clerk as top of scale
Clerks mileage	1,000.00	594.08	1,000.00		1,000.00	at green book rate
Clerks Telephone	800.00	654.00	800.00		800.00	contract due for renewal in august
Container Plants	1,250.00	2,354.00	2,354.00		2,500.00	increase in planters
Contingency	-	-	-		-	
Donations	5,000.00	533.59	1,000.00		5,000.00	
Elections	2,500.00	-	-		2,500.00	no change
Extension to Changing room	-	-	-		-	
Fete Contributions	-	-	-		-	
Football Pitch	-	-	-		-	
Highways	3,000.00	2,035.00	2,035.00		2,000.00	gateway sign
Insurance	2,000.00	1,944.42	1,945.00		2,000.00	three year deal ends October 25
Litter Picking / Bin emptying	2,500.00	2,103.26	2,104.00		2,700.00	extra bin added at the recreation ground
Memberships	-	891.98	892.00		900.00	SPCA
Misc Cllr Expenses	-	-	-		-	
Newsletter	-	-	-		-	
NHP	-	-	-		-	
Open Spaces	7,000.00	8,203.00	8,500.00		10,000.00	Grass cutting in various places
PAYE	9,500.00	8,451.00	9,500.00		10,500.00	
Plant Watering	1,000.00	750.00	750.00		1,000.00	increase in planters
Play Equipment	-	260.70	300.00		500.00	budget for improvements
Police House loan V1	10,000.00	-	-		10,000.00	
Police Houses expenses	10,000.00	-	10,000.00		10,000.00	
Precept				130,000.00		
Recreation Ground	3,000.00	15,342.00	14,900.00	7,266.00	4,000.00	grants received and expenditure from last years income from grants
Remembrance Day / Events	300.00	-	200.00		10,000.00	80 year D Day
Scribe	600.00	561.60	562.00		650.00	
Stationery	500.00	288.23	300.00		500.00	
Stamps	-	-	-		-	
Street Lighting	2,100.00	-	2,100.00		3,000.00	
Training	1,300.00	85.00	100.00		500.00	
Vandalism	250.00	233.98	300.00		300.00	
Village Hall Hire	350.00	-	350.00		400.00	
Wayleave	-	-	-		-	
VAT				17,601.20		
Web Site	800.00	860.84	900.00		900.00	
TOTALS	124,250.00	90,485.12	125,557.00	160,760.44	145,400.00	
Grants	64,000.00	66,679.00		66,679.00		
	188,250.00	157,164.12	125,557.00	160,760.44		
starting bank balance 01.04.2023	93,398.00					
income	160,760.44					
expenditure	125,557.00		25% legal cover re	32,500.00		
anticipated starting balance at 01.04.2024	61,922.44					