WARSLOW & ELKSTONES Parish Council

**Minutes of the Parish Council Meeting held Monday 19th September 2016**

Present: Cllr. Amy Wardman (Chair), Cllr. Suzanne Astle (Vice Chair), Cllr. Charles Barker, Cllr. Jane Prince, Cllr. Stuart Gould.

**S Mansfield (Clerk of Warslow & Elkstones Parish Council); + One member of the public**

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| **Agenda item 1** | Attendance Register, Apologies, Public Attendees |
| **Minute 19/09/16/01** | All Parish Councillors were present except Cllr. Douglas Titley who had sent apologies in advance of the meeting and one member of the public identified themselves to the meeting.  The Clerk had requested that the Chair take a vote on the adoption of a new format for the agenda. The agenda was discussed by the Councillors and it was resolved to try out the new format. |
| Agenda item 2 | **Variation of Order of Business** |
| **Minute 19/09/16/02** | There were no requests to vary the order of business. |
| Agenda item 3 | **Declarations of Member's Interests** |
| **Minute 19/09/16/03** | There were no new declarations. |
| Agenda item 4 | **Declarations of pecuniary interests and code of conduct** |
| **Minute 19/09/16/04** | There were no new requests for dispensations and the Chair had no points of order regarding codes of conduct. |
| **Agenda item 5** | **Determination of Confidential Items** |
| **Minute 19/09/16/05** | As one member of the Public was present the Chair considered all items of business but it was determined that there were no confidential items on the agenda. |
| Agenda item 6 | **Minutes of the meeting held 18th July 2016** |
| **Minute 19/09/16/07** | Minutes for 18th July 2016 meeting were approved as a correct record; proposed Cllr. Barker, seconded Cllr. Astle and signed off by the Chair, Cllr Wardman. |
| **Agenda item 7** | **Public speaking** |
| **Minute 19/09/16/06** | A member of the public was invited to speak by the Chair. The member of the public had applied to become a Parish Councillor. He explained his interest in working for the community and his interest in the village of Warslow. The Parish Councillors were able to ask a number of questions. The Clerk then requested that the member of the public leave the meeting. Councillors discussed the co-option. It was unanimously resolved that this member of the public be invited to become a full member of the Parish Council. The member of the public was requested to rejoin the meeting and he accepted the co-option to become a Parish Councillor. Clerk to provide necessary documents for signing at or before next meeting including Acceptance of Office and Declaration of Pecuniary Interests forms. |
| Agenda item 8 | **Managed Works** |
| **Minute 19/09/16/08** | The Length man’s Scheme was discussed by the Parish Councillors. Communications have been received from both Staffordshire County Council and Staffordshire Moorlands District Council that the current regime is under review. However, no clear information has been received from either Council and the Parish Councillors felt that they were unable to make any decisions due to the lack of clarity from SCC and SMDC. The Clerk was requested to contact David Rushton at Staffordshire County Council and request that he attends the next meeting to discuss the Length man’s Scheme.  The Clerk presented the Parish Councillors with the invoices to be to be sent to SCC and SMDC. The Councillors agreed that these invoices should be sent at the appropriate time. |
| Agenda item 9 | **Highways** |
| **Minute 19/09/16/09** | Back Lane has depressions in it.  Manhole on grass verge adjacent to Leek Road and Cheadle Road lifts and floods. Councillors resolved to try to get a photograph of the problem next time it happens.  Organisers of cycle events had been seen to have identified and possibly even repaired potholes. It was suggested that the Parish Council should work with them in future to improve pothole repair times. |
| Agenda item 10 | **Policies and Procedures** |
| **Minute 19/09/16/09** | Councillors considered the list of documents and resolved to review two documents at each meeting. It was noted that the register of member's interests is up to date. The code of conduct had been recently reviewed. The list of cheque signatories is currently being reviewed. |
| Agenda item 11 | **Planning** |
| **Minute 19/09/16/09** | Councillors found the responses made by the Clerk to previous planning applications to be acceptable.New application – NP/SM/0916/0906 The Cottage, Onecote Rd , Warslow. Conversion of workshop to dwelling and extension. Councillors reviewed this application. It was resolved that this conversion of a redundant building to a useful family home is good for the village. The Parish Council instructed the Clerk to report No Objections to this application. |
| Agenda item 12 | **Chairperson's Announcements** |
| **Minute 19/09/16/10** | The Chair had received a response concerning housing on Industrial Estate site. The Chair reported that progress is being made and planned maintenance is under way. |
| Agenda item 13 | **Updates from the Clerk** |
| **Minute 19/09/16/11** | The Clerk reported that the Grant Thornton audit had been returned with no significant issues reported. The Councillors resolved that the Clerk should send retired Clerk Angeline Titterton a note of thank you for her good work in the previous financial year. |
| Agenda item 14 | **Finance** |
| **Minute 19/09/16/14** | The Parish Councillors reviewed the liabilities. All were agreed.   |  |  |  |  | | --- | --- | --- | --- | | Cheque No | Payee | Item | Amount | | 000526 | B Slack | Lengths-man | 374.40 | | 000527 | A Hall | Lengths-man | 748.80 | | 000528 | Mather Jamie | Rent | 5.00 | | 000529 | S Mansfield Clerk | Salary & PAYE 6 weeks | 223.69 | | 000530 | S Mansfield Clerk | Expenses | 29.00 |   The Clerk proposed a new system of payment of Clerks expenses to control and fix the liability prior to each meeting. The Councillors reviewed the proposal and resolved to accept these capped expenses, subject to regular review. |
| Agenda item 15 | **Date and time of next meeting** |
| **Minute 19/09/16/15** | Next meeting date and time was agreed as  Monday 21st November, 2016 at 7.30pm Warslow Village Hall.  The meeting was closed at 21:10 hours. |
| Agenda item 16 | **Confidential information** |
| **Minute 19/09/16/15** | None. |