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WARSLOW & ELKSTONES Parish Council

Minutes of the Parish Council Meeting held Tuesday 27th November 2018

Present: Parish Councillors - Cllr. Jane Prince (Acting Chair), Cllr. Stuart Gould, Cllr Charles Barker, Cllr Ian Astle.

Members of the Public – Two

S. Mansfield (Clerk of Warslow & Elkstones Parish Council).

Agenda item 1	Attendance Register, Apologies, Public Attendees
Minute 27/11/18/01	Councillor Amy Wardman, Doug Titley and Lee Wilson had sent apologies. All other Parish Councillors were present and signed the attendance register.
Agenda item 2	Variation of Order of Business
Minute 27/11/18/02	It was proposed by Councillor Jane Prince and seconded by Councillor Stuart Gould that item 13.2 be brought forward to be included in item 7. Unanimously approved.
Agenda item 3	Declarations of Member's Interests & Declarations of pecuniary interests
Minute 27/11/18/03	None
Agenda item 4	Determination of Confidential Items
Minute 27/11/18/04	None
Agenda item 5	Minutes of the meeting held September 17th 2018
Minute 27/11/18/05	The minutes of the previous meeting held on 17 th September 2018 were reviewed and accepted as an accurate record of proceedings. Proposed Cllr. Charles Barker, seconded Cllr. Stuart Gould.
Agenda item 6	Matters arising from these minutes
Minute 27/11/18/06	6.1) The cattle grid on the Leek Road continues to fill with water and can freeze over. This makes it a danger to cattle, pedestrians and vehicles. The grid was originally installed by the MOD. Can this grid be removed or tarmacked over? Clerk to investigate.
Agenda item 7	Public speaking
Minute 27/11/18/07	7.1) Brought forward from 13.2) Members of the public representing the Warslow Village Hall Committee explained the need for the purchase of new kitchen equipment for the village hall. The Parish Council was handed a cheque in the sum of £2830.00 from village hall funds as part payment to the costs of PMJ kitchens and the Clerk issued a cheque in the sum of £3396.00 as full payment to PMJ kitchens. It was agreed that this cheque would be held by a Parish Councillor (Councillor Ian Astle was assigned the task) who would inspect the installed equipment before issuing the cheque to the installer.
Agenda item 8	Managed Works
Minute 27/11/18/08	8.1) It was agreed that lengthsman Lee Wilson would be sent on a Chapter 8 highways safety course. 8.2) It was proposed by Councillor Jane Prince and seconded by Councillor Ian Astle and unanimously agreed that the timesheet submitted by lengthsman Lee Wilson was correct for 104 hours of work over a six month period from 01/05/18 to 31/10/18 and that his invoice for

that work should be approved in the Finance item of the agenda.

Date	Hours Worked	Description of work/comments
01/05-31/05/2018	24	First cut of the year - due to grass length needed repeat cutting on first week. All grass verges strimmed.
01/06-30/06/2018	20	All grassed areas cut and all verges strimmed. Drains checked.
01/07-31/07/2018	16	All grassed areas cut and all verges strimmed. Drains checked.
01/08-31/08/2018	4	Due to heatwave grass cutting isn't advisable - drains checked. Trees on the corner of Leek Road require trimming.
01/09-30/09/2018	20	All grassed areas cut and all verges strimmed. Drains checked. Trees on the corner of Leek Road require trimming.
01/10-31/10/2018	20	All grassed areas cut and all verges strimmed. Drains checked. Leaves swept. Trees on the corner of Leek Road require trimming.

Agenda item 9	Highways
Minute 27/11/18/09	9.1) Potholes near telephone kiosk have been repaired. The surface damage at the junction of the B5053 and B5054 has also been repaired. 9.2) The woodwork on the Breech Road Cattle grid is rotten and is now dangerous.
Agenda item 10	Policies and Procedures
Minute 27/11/18/10	10.1) It was agreed by the meeting that the lengthsman pay rate for Mr Brian Slack should be the same as Mr Lee Wilson.
Agenda item 11	Planning
Minute 27/11/18/11	11.1) No planning comments had been made at the previous meeting. 11.2) No applications received.
Agenda item 12	Chairperson's Announcements
Minute 27/11/18/12	12.1) Councillor Jane Prince informed the meeting that Councillor Amy Wardman is recovering well and has said that she will hopefully be able to attend the next meeting. However, if the weather conditions are icy at the next meeting that may be unwise.
Agenda item 13	Updates from the Clerk
Minute 27/11/18/13	13.1) The Clerk has received the form to request a copy of the electoral register for the Parish. The need for and implications of the Parish Council holding a copy of the Electoral Register were discussed. It was agreed that there was no specific need to hold that information and that the Parish Council should not request a copy. This means that there is no need to register with the ICO nor any need to pay the annual fee of £40.00 to that organisation. 13.2) There had been a request from a Circus (with human performers only – no animals) requiring a site to perform. It was agreed that this request would be passed on to the school.
Agenda item 14	Finance
Minute 27/11/18/14	14.1) The Clerk reported that the bank balances stand at; Business Reserve Account £6187.15 at 31 st October 2018 Current Account £0.00 at 31 st October 2018

Monies received since last financial report.

DATE	Received from	Remittance Advice	Amount
28/09/2018	NatWest Bank	Interest	£0.16
28/09/2018	SMDC	2 nd Precept 2018/19	£2917.63
31/10/2018	NatWest Bank	Interest	£1.04

Total Income £2918.83

The Parish Councillors reviewed the liabilities and cheque payments.
All the following payments were agreed and cheques issued.

Cheque No	Payee	Item	Amount
000592	PMJ Kitchens	Village Hall Catering Equipment	£3396.00
000593	Elkstones memorial event organiser	WW1 Memorial Grant for Elkstones disbursement	£60.00
000594	Warslow Village Hall	WW1 Memorial Grant for Warslow disbursement	£295.00
000595	Parker plant and bulb wholesalers	Remainder of WW1 Grant for War Memorial tulip bulbs	£80.00
000596	Lee Wilson	Half year lengthsman fee	£1040.00
000597	S. Mansfield	Salary – 2 months	£336.29
000598	S. Mansfield	Expenses – 2 months	£58.00
000599	Tree Tops Care Home	Donation in memoriam of a former Parish Clerk	£50.00
Total Expenditure			£5315.29

Agenda item 15

Date and time of next meeting

Minute 27/11/18/15

Next meeting date and time was agreed as Monday 21st January 2019.
The meeting was closed at 21:55 hours.

Agenda item 16

Confidential information

Minute 27/11/18/16

Can be discussed by Contacting The Chair, Councillor Amy Wardman.

Agenda item 17

Any Other Business

Minute 27/11/18/17

17.1) None