

These minutes are draft until approved by the Parish Council.

WARSLOW & ELKSTONES Parish Council

Minutes of the Parish Council Meeting held Tuesday 21st May 2019

Present: Parish Councillors – Chair Amy Wardman, Vice Chair Cllr. Jane Prince,
Cllr. Stuart Gould, Cllr Charles Barker, Cllr Ian Astle.

Members of the Public – 3

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

Agenda item 1	Attendance Register, Apologies, Public Attendees
Minute 21/05/19/01	All Parish Councillors were present and signed the attendance register. Councillor Amy Wardman was elected Chair of the Parish Council and Councillor Jane Prince was elected Vice Chair during the previous APM.
Agenda item 2	Variation of Order of Business
Minute 21/05/19/02	None
Agenda item 3	Declarations of Member's Interests & Declarations of pecuniary interests
Minute 21/05/19/03	Councillor Jane Prince declared an interest in the planning application for Roylegge Farm and took no part in the discussions on that agenda item.
Agenda item 4	Determination of Confidential Items
Minute 21/05/19/04	The Chair proposed that agenda items 7.3 and 8.3 be deferred to the confidential items at the end of the meeting. This was seconded by the Vice Chair and unanimously agreed.
Agenda item 5	Minutes of the meeting held 18th March 2019
Minute 21/05/19/05	The minutes of the previous meeting held on 18 th March 2019 were reviewed and accepted as an accurate record of proceedings. Proposed Cllr. Amy Wardman, seconded Cllr. Jane Prince.
Agenda item 6	Matters arising from these minutes
Minute 21/05/19/06	6.1) The Clerk was requested to send a copy of all communications with Ipstones Parish Council to the Parish Councillors. 6.2) There was a discussion on the proposed Youth Club for young persons from all parishes in the area.
Agenda item 7	Public speaking
Minute 21/05/19/07	7.1) Members of the public were asked in turn to speak. 7.1.1) One person declared that they were there to observe and did not wish to address the Parish Council. 7.1.2) Laura Gordon addressed the meeting and informed Parish Councillors that the inspectors from the Best Kept Village Competition had been to Warslow the previous week. Laura and her family had mown the verges in the village twice leading up to the inspection and requested from the Parish Council to be able to submit petrol receipts. Laura noted that the time spent doing this was 4 hours on the 28 th April 2019 and 4.5 hours on the 15 th May 2019. There will be no response from the BKV inspectors until 15 th August 2019. 7.1.3) Lee Wilson commented that the people organising the BKV work and the village lengthsman could work together and that Stephen Bentley would organise maintenance of the Churchyard.

	7.2) The proper method of co-option of applicants for the two vacant seats was considered. 7.3) Deferred to confidential items.
Agenda item 8	Managed Works
Minute 21/05/19/08	8.1) Councillor Doug Titley had fixed the signs in the defibrillator kiosk. 8.2) Laura Gordon had arranged for the noticeboard to be refurbished. 8.3) Deferred to confidential items.
Agenda item 9	Highways
Minute 21/05/19/09	9.1) There is a new manhole installed over the drain in Leek Road. The cattle grid on Breech Road is not repaired. 9.2.1) On the B5053 the drain is full of grit opposite Vicarage Drive adjacent to the 30mph sign. 9.2.2) The cattle grid on the Leek Road still floods despite the ditching work done adjacent to it.
Agenda item 10	Policies and Procedures
Minute 21/05/19/10	10.1) No policies were reviewed at this meeting. 10.2) The AGAR part 2 pack of documents including full annual accounts records and certificate of exemption was made available to all Parish Councillors for examination.
Agenda item 11	Planning
Minute 21/05/19/11	11.1) No planning comments had been made at the previous meeting. 11.2) No comments from Parish Council on Roylege Farm Upper Elkstones, discharge of conditions. 11.3) None received. 11.4) Parking issues in Warslow Village, planning proposals. Councillors noted that it is not good practice to comment on any planning proposal until it is submitted as a formal application. No comment made. Clerk requested to contact Longnor Fire Brigade for their comment on current access situation at Back Lane.
Agenda item 12	Chairperson's Announcements
Minute 21/05/19/12	12.1) None
Agenda item 13	Updates from the Clerk
Minute 21/05/19/13	13.1) The Clerk requested that Parish Councillors check the Annual Governance Statement and that the Chair signs the document. 13.2) The Clerk requested that Parish Councillors check the Annual Accounting Statement and that the Chair signs the document. 13.3) The Chair was requested to sign the Certificate of Exemption. 13.4) The Clerk gave an update on the changing situation with the lengthsman scheme funding.
Agenda item 14	Finance
Minute 21/05/19/14	14.1) The Clerk reported that the bank balances stand at; Business Reserve Account £4179.64 at 30th April 2019 Current Account £0.00 at 30th April 2019

Monies received since last financial year end.

DATE	Received from	Remittance Advice	Amount
26/04/2019	SMDC	Precept	£3190.00
30/04/2019	NatWest Bank	Interest	£0.30

Total Income £3190.30

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

Cheque No	Payee	Item	Amount
000615	S. Mansfield	Salary – 2 months	£415.38
000616	PPPF	Annual subscription	£12.00
000617	S. Mansfield	Expenses – 2 months	£68.90
000618	Warslow Village Hall	Expenses for BKV	£10.51
000619	EA Fitzgibbon	Internal Audit Fee	£110.00
		Total	£616.79

Agenda item 15 **Date and time of next meeting**

Minute 21/05/19/15
The meeting dates for 2019 were agreed as July 22nd, Sept 16th, Nov 18th
The meeting was closed at 21.50 hours.

Agenda item 16 **Confidential information**

Minute 21/05/19/16
Details of this item can be discussed by Contacting The Chair, Councillor Amy Wardman.
16.1) As a result of formal applications being received from Mr Doug Titley and from Miss Laura Gordon both persons were unanimously elected and co-opted onto the Parish Council.
16.2) The proper way forward for managed lengthsman scheme work was discussed.

Agenda item 17 **Any Other Business**

Minute 21/05/19/17
17.1) Clerks salary to be reviewed at next meeting then each May thereafter.
17.2) Councillor Jane Prince to be point of Contact for DM Payroll Services.