

Warslow and Elkstones Parish Council

Minutes

A meeting of Warslow and Elkstones Parish Council Meeting was held at 7.30 pm on Wednesday, 28th September 2022 in Warslow Village Hall.

Present: Chairman, Mr N Searston, Mr P Moakes, Mrs A Wardman, Mr S Gould, Mr N Gilman, the clerk, Mrs S Hampson and District Councillor, Mrs Riley. There was one member of the public in attendance for a short period.

Non-Confidential items

22.9.1 Attendance and apologies for absence

The members present completed the attendance register. Apologies had been received in advance of the meeting from Vice Chairman, Mrs L Peach and Mr Booth.

Resolved: The clerk to seek clarification regarding possible councillor disqualification due to continued absence from council meetings but to also ascertain if mitigating circumstances, due to health reasons, can come into play.

Resolved: At this point in the agenda, to accept information from the member of the public in attendance regarding agenda item 22.9.7, the noticeboard at Elkstones.

The member of the public had very kindly purchased a noticeboard for the benefit of the residents of Elkstones and was in attendance to discuss the future ownership of the noticeboard. The purchase had been made in memory of the lady's late husband and a memorial inscription had been included within the noticeboard which she would like to see remain as a permanent feature. She reported that she would also be meeting the costs involved in the removal of the old noticeboard and the installation of the new one.

Insurance, including public liability, remained the main concern for the parish council over the new noticeboard and a discussion took place around this.

Resolved: The lady to donate the noticeboard to the parish council, to enable it to be incorporated within the parish council's contents and public liability insurance.

Resolved: The clerk to prepare a suitable document for the lady to sign regarding the transfer of ownership.

Resolved: Upon receipt of the signed document, the noticeboard to be incorporated into the parish council's insurance for the value supplied by the lady.

The member of the public left proceedings at this point.

In advance of the meeting, Mrs Peach had advised members of an issue with the village wells.

Resolved: Mr Searston and Mr Gilman to kindly attend to this issue.

22.9.2 Declaration of interest of councillors related to the agenda

There was no need, by any members present, to declare an interest in any items from the agenda.

22.9.3 Minutes of the previous agenda

The clerk had forwarded the minutes in advance of the meeting and these had been posted on the website.

Resolved: to accept the minutes as a true record of proceedings. The minutes were signed by Mr Searston.

It was acknowledged from the previous minutes that a visit to the County Archivist had not yet taken place.

Resolved: to make contact with the County Archivist to arrange a mutually convenient time to visit.

22.9.4 Public speaking procedures document

This was available for any members of the public in attendance.

22.9.5 Public speaking

Please see earlier reference. The clerk raised proceedings for Remembrance Day, as this event will occur prior to the next meeting. District Councillor, Mrs Riley reported that she could supply a wreath to be laid by members of the parish council. She further reported that she was disappointed that VAT would now be incorporated into part of the cost of the wreath. (Total cost to be £20).

Resolved: The parish council to meet the cost of the wreath to be laid by the Chairman and Vice Chairman.

22.9.6 Update from County Councillor and District Councillor

The District Councillor was in attendance. Please see the above. She asked about progress with acquiring new burial facilities. (Please see the confidential section on the burial ground).

22.9.7 Noticeboard at Elkstones

Please see the above reference to the noticeboard.

22.9.9 Planning, appeals, planning decisions

A new planning application had been received for Stables Cottage, Warslow Hall (NP/SM/0922/1139)

Resolved: To support the above proposal.

22.9.9 Items of account, clerk, lengthsman, wayleave, HMRC, income and expenditure

Cq 713	Intermedical Ltd	Defib pads for Elkstones defibrillator	£83.94 (VAT £13.99)
Cq 714	S Billings	Lengthsman (52 hours July and August)	£572.00
Cq 715	S Hampson	Mileage allowance	£6.30
Cq 716	S Hampson	Working from home allowance Sept & Oct	£52.00
Cq 717	S Hampson	Postage and stationery	£5.35
Cq 718	S Hampson	September clerk's salary	£236.34
Cq 719	HMRC	Quarter 2 income tax	£249.80
Cq 720	D M Payroll Services	Payroll Service	£60.00
Cq 721	S Hampson	October clerk's salary	£236.34

Mr Searston suggested that the clerk amalgamate some amounts due to her. The clerk had brought the new defibrillator pads to the meeting for the defibrillator at Elkstones

Resolved: Mr Searston to order a new cheque book.

Resolved: The new defibrillator pads will be fitted by the Chairman/member of the parish council rather than involving the First Responders.

22.9.10 Review of parish council policies

The clerk had prepared a number of policies for consideration by members including: Accessibility Plan for the website; Equality; Handling Complaints; Privacy; Vexatious and repeated requests; Seating*.

Resolved: To accept the above policies and for these to be placed on the website.

***Resolved:** To ask Mrs Peach to invite representatives of the village action group to attend the next meeting in relation to village seats provided by the group and their insurance.

22.9.11 Calendar of future meetings

The clerk had prepared dates for future meetings through 2023 for consideration.

Resolved: To accept the prepared calendar. It was acknowledged that these dates may be subject to change to ensure each future meeting is quorate.

22.9.12 Highway issues

The clerk had forwarded details of a pot hole in need of repair on the main road. Staffordshire County Council had issued a reference number (4292558) but at the time of the meeting, the damage had been marked out but not repaired.

Mrs Wardman reported that the cattlegrid, previously reported at Stoneyfold Lane, had not been addressed. She further reported that other issues were developing at this secluded location, including some issues of anti-social behaviour and litter. Mrs Wardman provided a postcode for the location. It was acknowledged that some of the issues may warrant input from the police/PCSO.

Resolved: Mr Searston to make contact with the local PCSO.

Mr Gilman expressed some concerns regarding the grass growth adjacent to the white railings where the main road meets with the road leading to Hulme End and questioned whether this was something which could be incorporated in the lengthsmen's contract. It was acknowledged that the frequency and width of the District Council's grass cutting was often insufficient or inadequate.

Mr Searston had received a call regarding the possible provision of a grit bin at the end of the primary school drive. Members discussed responsibility for this particular area as it could be the responsibility of Staffordshire County Council. Ordinarily, parish councils cannot fund items for schools who obtain funding through the local authority.

Resolved: The clerk to contact Staffordshire County Council for clarification of responsibility for a grit bin at this location.

22.9.13 Items for the next agenda

Lengthsman, noticeboard, burial ground, wayleave, Action Group, PCSO. Additional items to be prepared by the clerk, as required.

22.9.14 Date and time of next meeting

Wednesday, 23rd November 2022 at 7.30 pm

Confidential business

22.9.18 The burial ground

Mr Moakes provided a positive progress update regarding the possibility of a suitable site for a new burial area. Members discussed the benefits of this site, together with the required size, access and funding the project. Legal advice will also need to be sought along with trial holes/survey. Communication with other parties will be required, including Peak District National Park Authority. Mr Moakes had not received a reply to emails sent to Staffordshire Moorlands District Council, as the burial authority.

Resolved: The District Councillor, Mrs Riley to liaise with Staffordshire Moorlands District Council again regarding the matter.

Resolved: Members of the parish council to conduct a site meeting at the proposed area.

27.9.19 Review of lengthsmen's contract

Mr Moakes had forwarded some details of the existing lengthsmen's contract to the clerk. Members thought the lengthsmen should provide itemised timesheets, as referred to in the contract. The public liability element would also require an increase in value. Separate hours had been apportioned to Warslow and

Elkstones but this may not be necessary. Mr Gould reported that grass clippings are sometimes left in the road. It was acknowledged that to collect grass clippings would increase costs.

Resolved: Mr Moakes to devise a timesheet for completion by the lengthsman to be submitted with an invoice for payment.

Resolved: The clerk to invite the lengthsman to attend the November parish council meeting when the contract will be reviewed.

The meeting was declared closed at 9.15 pm

Mrs S Hampson
Clerk
Warslow and Elkstones Parish Council

30th September 2022