

STAPENHILL PARISH

Minutes of the Meeting of Stapenhill Parish Council held at Immanuel Church, Stapenhill on
Wednesday 18th February 2014 at 4.00pm.

Present

Councillors: S.Paxton, R.Davies, W.Turton, S.Godfrey, M.Bott, I.Gibson, and B.McLelland
Also Present: R. Young, Clerk to the Council

299/14 **Apologises**

Apologises for absence were received from Councillor P.Hancox, County Councillor P.Davies, Borough Councillors M.Fitzpatrick and S.Grier.

300/14 **Members to declare and interest in matters to be considered**

Declarations of interest to be made when the relevant matter is discussed.

301/14 **Public Participation**

No Matters were raised.

302/14 **Planning**

a) Planning Applications For Consideration

- The Chairman S.Paxton commented she would review the care home application received.

b) Planning Decisions

- None received.

303/14 **County and Borough Councillors Reports**

a) County Councillors Report

County Councillor P.Davies asked for the following matters to be mentioned:

- Improvements to Heath Road corner completed by S.C.C Highways
- Concerns raised by the proposed review of Youth Services in Staffordshire

b) Borough Councillors Report

- S.Paxton reported she had spoken to A.Legg had confirmed she would try to attend meetings in the future.

304/14

Approval of the Minutes

It was proposed, seconded and agreed that the Minutes of the Parish Council Meeting held on the 8th January 2014 be approved.

Resolved:

To approve the minutes of the meeting held on the 8th January 2014.

305/13

Matters arising from the Minutes

a) Holly Green

- The Clerk to enquire with County Councillor P.Davies regarding the progress of installing yellow lines on Holly Green

b) Drakelow Development

- The Clerk to contact Graham Fairs (D.C.C) and Tim Denning (S.D.D.C) regarding a meeting to review and discuss highway issues
- The Clerk to enquire with County Councillor Peter Davies regarding which authority is responsible for Drakelow Bridge and its maintenance
- The Clerk to also enquire with County Councillor P.Davies as to whether the yellow lines on Roliston Road could be extended to Drakelow Bridge.

c) S.C.C Funding

- Noticeboards – Councillor M.Bott gave details of quotes obtained from Burton College to produce noticeboards in either softwood and hardwood. The Chairman S.Paxton also gave details of quotations obtained from a local carpenter to produce a noticeboard in oak. Three prospective locations were reviewed.

- It was agreed an invoice for the noticeboards was needed from the supplier before the 31st March 2014.
- It was also agreed the noticeboards should be able to display 8x4 sheets of paper, have a polycarbonate front with a lock. Stapenhill Council to be displayed at the top of the noticeboard. The Clerk to obtain a quote for the supply of four noticeboards.

d) Neighbourhood Plan

- The Chairman, S.Paxton circulated to Councillors' notes of the meeting held on the 30th January 2014.
- The Clerk circulated to Councillors the Stapenhill Neighbourhood Plan - Steering Group Notes from the meeting held on the 30th January 2014 provided by Jo Samuels:
 - Contact details for Parish Councillors
 - Mailchimp mentioned
 - Business mailing list to be produced by Clerk
 - List of venues to be confirmed
 - The Clerk to contact Brizlincote Parish Council, Walton on Trent Parish Council and Roliston Parish Council regarding the Neighbourhood Plan
 - Councillor Godfrey said a parish map should be displayed on each noticeboard
 - Posters and flyers – the Clerk to contact bpud
 - Councillor Godfrey said a notice should be included in the Burton Mail and the Agenda of Parish council meetings should be sent to Borough Councillors.

e) Stapenhill Allotments

- The Clerk gave details of an email dated 14th February 2014 received from Naomi Wilson at Astle Paterson
- The Clerk to obtain details of charges applied by Allotment Associations in the area
- It was proposed, seconded and agreed that the Parish Council consider imposing a site charge for the allotments as from May 2015

(Clerk

- **Resolved: That the Parish Council consider imposing a site charge for the allotments as of May 2015**

- The Clerk to enquire with Naomi Wilson regarding legal costs to produce a new lease document
- The Chairman, S.Paxton confirmed she would contact Colin Shakespeare at the Allotment Association regarding attendance at an Allotment Association Meeting
- S.Godfrey said the Allotment Association should be asked what they require from a new lease.
- Any lease document to be flexible to accommodate any changes plus can a one year lease be issued.
- The clerk to enquire with Bob Phillips as to whether he could advise regarding any development at the allotment site.
- The Clerk to ask Bob Phillips for a copy of the press release for inclusion on noticeboards and website.

Clerk

S.Paxton

Clerk

Clerk

f) Provision of Business Cards

- The Clerk to enquire with Prontoprint or similar for a costing to produce business cards for Parish Councillors.

g) Website

- The Clerk to obtain the Neighbourhood Plan press release for inclusion on the website.
- Councillors thanked Bill Turton for the Parish History included on the website

h) Air Quality In the Parish

- The Clerk reported that Craig Morris at E.S.B.C had confirmed air tubes were installed by the Tanning Cabin by the Coop Store, Corner Wood Lane/Violet Way.

i) Highway Matters

- The Clerk to request assistance from County Councillor P.Davies regarding the following:
 - Poor state of Ferry Bridge and viaduct
 - Cracked manhole cover outside 3, Ferry Street requires replacement
 - Meeting with Kevin Wawrzynczyk to review location of Parish Name signs.

306/14

Correspondence

- S.C.C – Achieving excellence for young people consultation
- M.Ellis, Police Commissioner - Poster
- E.S.B.C – Requester of electors
- C.C.S – Diary of Village Festivals and events 2014
- Post Office – Hill Street Post Office – Decision to move to new premises and branch modernisation
- Peter Davies – An invitation to talk about County Highway Procedures 7.00pm-9.00pm Monday 10th March 2014, Paddock Pavilion, Uttoxeter. Councillors S.Paxton and Bill Turton to attend

307/14 Parish Projects

- K.Wawrzynczyk of S.C.C Highway confirmed agreement to meet on site regarding proposed location of parish name signs. Gave details of costs involved. The Clerk to enquire as to whether Anslow and Branston had paid the said costs for their name signs.
- S.Godfrey asked if a conventional sign would incur the same installation fees.

308/14 Financial Matters**a) Cheque Payments**

Date	Name	Details	Amount	Cheque No.
12/2/14	R. Young	Salary	£479.00	000460
12/2/14	HMRC	Pay e	£119.00	000461
12/2/14	Immanuel Church	Room Hire	£42.00	000462
12/2/14	Khoo Systems	Website	£459.00	000463
12/2/14	R.Young	Expenses	£96.40	000464
Total			£1,195.40	

Resolved:

To issue and approve above cheque payments.

309/14 Clerk and Members Report

- No matters were raised

310/13 Date of next meeting

- Date of next meeting – Wednesday 12th March 2014

The meeting closed at 6.10pm

S Paxton
Chairman of the Parish Council