

**Minutes of the Meeting of Lapley, Stretton & Wheaton Aston Parish Council held on Thursday 5th July 2018 at Lapley and Wheaton Aston Village Hall**

**In Attendance:**

Cllr T Noblett Wheaton Aston (Chairman)

 Cllr M Griffiths Lapley

 Cllr W Millington Wheaton Aston

Cllr Mrs B Cox Wheaton Aston

Cllr Sue Whittingham Wheaton Aston

 Cllr M Fox Lapley

**Also in Attendance:**

Mrs K Daker Assistant Parish Clerk

 Cllr M Sutton Staffordshire County Council (part of the meeting)

 Cllr R Wright Staffordshire District Council

 Mrs D Wallace A representative from the Venture Outreach Service (part of the meeting)

 A member of the press (part of the meeting)

**Apologies:**

Cllr B Wells Stretton

Cllr P Timson Wheaton Aston

 Cllr P Elson Wheaton Aston

Cllr A Anderson Stretton

**Absent:**

Cllr Sharon Whittingham Wheaton Aston

**Public forum -** No members of the public were present.The Chairman welcomed the new Councillor for Wheaton Aston Ward, Sue Whittingham to the Parish Council.

**Standing orders were imposed at 7:31pm**

**49. To consider apologies**

Apologies and reasons of absence were accepted from Cllr B Wells, Cllr P Timson, Cllr P Elson and Cllr Anderson

**51. Election of Vice-chairman**

Proposed by Cllr M Millington, seconded by Cllr T Noblett. **Resolved:** Cllr M Fox act as Vice-chair for this meeting

Proposed by Cllr M Millington, seconded by Cllr Fox. **Resolved:** Cllr M Griffiths to act as Vice- chairman for the September meeting.

**52. Declaration of Interest/Dispensation**

Cllr M Fox and Cllr B Cox declared an interest in item 60. Church Grounds Maintenance

Cllr Sue Whittingham declared an interest in agenda item 63. Tree works.

**53. Signing of the minutes**

The minutes of the Parish Council meeting held on 7th June 2018 were signed as a true and correct copy.

**50. Presentation**

A presentation was received on becoming a dementia friendly community. A representative from the Venture Outreach Service explained her role was a new role funded by Staffordshire County Council. Her job is to raise awareness of dementia. She explained there are 100 types of dementia and no one type is the same. She gave examples of how dementia suffers can continue to lead a fulfilling life and she illustrated what it is like to have dementia. The Chairman thanked Diane for the thought provoking presentation.

**54. Clerks Report**

July 2018

**Information**

Rusty manhole cover on Caspian Way has been reported- ref 4125304

The bin at Marston field has been knocked over. SSDC will repair within two weeks

SSDC are to install and additional bin at Primrose Play area within two weeks

A replacement padlock and chin has been brought for the fence at Marston Field

A road closure order is in place which will affect Long Street <https://apps.roadworks.org/downloads/tm/rg_road-closure-ttro-second-notice-105666300-3102724.pdf>

Update from Highways officer: There is an ongoing job to het the drains below Marston Field, SSC re compiling a rota for gulley cleaning across the County.

Due to reduced funding SSC are encouraging more residents to take ownership of works that can be safely completed using a common sense approach. An example of work that could be completed by a community group or individual are clearing weed from alley ways, cleaning street name signs etc. More details on how to get involved can be found at <http://www.highwaysyourway.info/>

Dog Fouling Survey Completed for SSC

A thank you letter for the £1,000 donation has been received from Brewood and District Voluntary Car scheme

Rusting manhole cover on Caspian Way, Wheaton Aston reported ref: 4125304. A highways inspector has now assessed the site and reported issue is not currently considered to be a risk to public safety and no works will be carried out at this stage. However, the report will remain on their records and the location will be routinely inspected for any changes in the level of risk. Timescales for repairs are determined by the defect’s location, size and ultimately, the risk the defect poses to public safety.

A new Parish Champion is required, please email the Clerk if you are interested

Cllr Sue Whittingham has elected to be on the following working groups: Forward Planning and Finance, Parish Maintenance and Christmas lights

Village Orderly has found a number of small bags, a concern has been raised with police about drug use.

Both licenses have been returned for the seasonal decorations, all relevant certificates received from the contractor

**Meetings/Events**

31.5.18 P Davies

05.6.18 P Davies

12.6.18 D Firkins SSC highways

12.6.18 Code of Conduct training

13.6.18 Locality 2 police forum

13.7.18 Lets work together

28.9.18 Parish Summit

**Training/CPD**

GDPR-ongoing

CILCA

**Items emailed to councillors**

5.6.18 S Sable SCC Road closure details

5.6.18 SPCA news bulletin 31.5.18

6.6.18 P Davies Lapley Green

7.6.18 Planning application 18/00428/ful

7.6.18 SPCA news bulletin 7.6.18

12.6.18 SSDC Weekly Round up

14.6.18 Community Council of Staffordshire update

14.6.18 SPCA news bulletin 14.6.18

18.6.18 Lets work together agenda

18.6.18 Council round up

18.6.18 L MacPherson Peoples Power fund

18.6.18 Planning application 18/00474/FUL

21.6.18 SPCA news bulletin 21.6.18

25.6.18 revised agenda for the Lets Work Together event 13.7.18

25.6.18 SSDC round up news

25.6.18 Save the date Parish Summit

**Enforcement**

18/00233/UNDEV

**Use of devolved powers**

Replacement lights purchased of the Christmas tree at a cost of £157 per year over the three year contract with Turnock LTD

Village orderly has cleared the weeds from the Alleyway between Malthouse Lane and Oaksmore Close, Wheaton Aston.

£72 budget moved from BKV budget to Village Orderly’s salary for Job no 137 to clean, paint & varnish benches at Badgers End, Sunny Bank, Lapley Green & Stretton

Increased ‘Lapley Tree work’ budget by £1000.00 from General Reserves to account for the Architect design

**Decisions issued**

17/00561/FUL – Approved Subject to Conditions

17/00364/FUL – Approved Subject to Conditions

17/01031/FUL – Approved Subject to Conditions

17/01094/FUL – Approved Subject to Conditions

17/01109/FUL – Approved Subject to Conditions

17/01111/COU – Approved Subject to Conditions

18/00023/FUL – Approved Subject to Conditions

18/00067/TREE – No Objections

18/00124/AGR – Prior Approval not required

18/00292/FUL – Approved Subject to Conditions

18/00299/FUL – Approved Subject to Conditions

A thank you letter has been received from the Citizens Advice Bureau for the donation

**55. Policing reports**

**PARISH COUNCIL MEETING CRIME REPORT.**

**Public bodies can only disclose information if they have the power to do so. Section 115 of the Crime and Disorder Act provides a power to exchange information where disclosure is necessary to support the local Crime Reduction Strategy and Partnership in achieving the aims of the Crime and Disorder Reduction Strategy and objectives outlined within it.**

**The degree of disclosure that takes place must be proportionate and relevant to the level of social ill or criminality it is intended to counter or prevent.**

**The information is only to be processed in relation to crime and disorder purposes. Information will be handled in accordance with the Data Protection Act 1998, the Human Rights Act 1998 and any other relevant legislation governing disclosures and will ultimately be disposed of in a secure manner.**

**CRIMES IN THE AREA from 07/06/2018 – 04/07/2018**

1. **Burglary Residential. –** 0 Reported incident…
2. **Burglary Business.** -2 Reported incidents…
* Ivetsey bank – Offenders gained entry into out building taking items from within.
* Ivetsey bank – Offenders gained entry into restaurant taking items from within.
1. **Theft of Motor Vehicle. -** 0 Reported incidents…
2. **Theft from Motor Vehicle.** - 3 reported incidents…
* Yew Tree Drive – Offenders have approached an insecure vehicle taking items from within.
* Sowdley Green – Offenders have approached a vehicle taking spot lights off vehicle.
* Sowdley Green – Offenders have approached a vehicle taking spot lights off vehicle.

1. **Drugs.** **–** 0 Reported incidents.
2. **Violence. –** 1 Reported incidents…
* Ivetsey bank – Report of an assault on nursing staff from a patient.
1. **Anti-Social Behaviour.** – Reported incidents of ASB…
* School Road – Report of youths using a tent in a farmer’s field.

Lapley Road – Neighbour dispute over a hedge row

**Matter of Report**: The Parish now has two PCSOs – Adrian Price and Gareth Lloyd who will be working from the Codsall Council Offices. Watling Street is now a custardy centre only.

**56. District report**

Cllr Wright gave an update on the HS2. The proposal is now with the Government. It will be approximately 18 months before a decision is made because they need to speak to everyone who has written to them.

**57. County report**

Cllr Sutton reported that the good weather means that pot holes and other repairs are being done quicker and encourage encouraged councillors to raise any issues now as there is more capacity to do repairs.

**58. Financial matters**

* 1. **Resolved** to accept the Financial Comparison to 30th June 2018
	2. **Resolved** to accept the Financial Summary to 30th June 2018
	3. **Resolved** to approve the expenditure for June 2018
	4. **Resolved** to a note payments/decisions made under delegated powers

**20:25pm Cllr Sutton left the meeting**

**59. Planning Recommendations:**

a) Planning application 18/00474/FUL - **Resolved:**no objectionS

b) Planning application received after papers issued - None

c) List of planning decisions received since the last meeting: Shown in the Clerks report

d) Enforcement cases: Shown in the Clerks report

e) No delegated responses sent

**60. Church Grounds Maintenance**

The Chair informed the Council that it has been verified that due to the change in legislation the Parish Council can no longer offer financial support in the form of grass cutting and maintenance within their grounds maintenance schedule. It is acceptable to continue until the end of the contract with Bloomin’ Gardens but after this point (March 2019) the work will no longer be included. **Resolved:** Clerk to write to the PCC to advise.

**61. Birkenshaw Lane**

No report as Cllr Elson was absent. Cllr Mrs B Cox raised a concern that a decision needs to made soon on this because the 12 years adverse possession rule. **Resolved:** To agenda on the next maintenance working party meeting .

**62. Gailey Freight Hub update**

No report as Cllr Anderson was absent.

63. Working group reports

* Christmas Lights- meeting booked September
* HR - to be booked
* Maintenance
1. Tree work:

**Cllr Sue Whittingham left the room**

**Resolved:** Clerk to bring it to the next maintenance working party meeting as they would like to see more information.

**Cllr Sue Whittingham returned to the room**

1. Bench Replacement: **Resolved:** to purchase a plastic vandal proof bench as these were more environmentally friendly. Clerk to bring detailed specification on the fire resistance of the benches to the next maintenance meeting.
2. Lapley Green: **Resolved:** Clerk to engage with landscape architecture to obtain an all-inclusive of works quotes. **Matter of report:** The cost is to be built into the precept.
3. Alley clearance Marston Road/Fentonhouse Lane – **Resolved:** to accept quote for £80.
4. Budget allocation: **Resolved:** To be brought to the next Finance working party meeting to discuss.

Other items not on the Agenda

* Marston Road fencing –Chairman and Clerk to arrange installation
* Lapley Lights – It was explained that they are in storage.

**64. Policies**

**Resolved:** the following policies were viewed and adopted:

* Data Protection /privacy
* Privacy notice for employees
* HR retention and erasure guidelines
* Data Breech Plan
* Information security guidelines and policy
* Response procedures (to be used with SAR)
* GDPR audit

 (list of accounts received to date enclosed) **65. Items for future**

Each councillor may use this opportunity to report on matters of information not included elsewhere on the agenda and to raise items for future agendas. **Councillors are respectfully** **reminded that this is not an** **opportunity for debate or decision making.**

- The Gailey Freight hub as Cllr Anderson is absent from this meeting.

- Approval of bank payment by Councillors

**66.** **Date of next meeting**: 6th September 2018 at 7.30pm at Lapley and Wheaton Aston Village Hall

**Meeting suspended 8.47 pm**

**8:47pm Cllr R Wright and the member of the press left the meeting.**

**67. CONFIDENTIAL AGENDA**

**PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

**In pursuance of the powers contained in section 1 of the above act I move that**

**The Press and public be now excluded from the meeting on the grounds that**

**the business about to be transacted is of a confidential nature and that**

**publicity will be prejudicial to the interest of the public.**

**68. Councillor Absence**

**Resolved:** to approve the absence of Cllr Wells for a further six months period as per Section 85 of the Local Government Act 1972.

**63. HMRC**

**Resolved:** To appoint Mr A Toplis as an agent to conduct and resolve the recent investigation with HMRC at an expected cost of £12p.h. with approximately 3 days work.

**Meeting closed at 9.04pm**

**Signed………………………………………….. Chairman……………………….**