Minutes of the Annual Meeting of Gnosall Parish Council

held on 9th May 2022 at 7.30pm in The Grosvenor Centre

Present: Cllr G Gregory (in the chair), Cllr R Greatrex, Cllr M Booth, Cllr K Ingram, Cllr P Alker, Cllr Payne, Cllr Johnstone, Cllr Powell, Cllr Webb and J Cooper Clerk

Public Open Forum
No members of the public present.

22/049 To elect a Chair for the forthcoming year and to receive the Chair's Declaration of Acceptance of Office
There was one nomination for Cllr Allan Mills which was seconded. Cllr Mills, who was absent, had indicated to the Clerk that should he be nominated he would be pleased to accept the position. A vote was taken with all councillors present, voting in favour of the proposal. The Clerk would meet with Cllr Mills at the earliest opportunity to ensure the Declaration of Acceptance of Office is signed.

22/050 To elect a Vice Chair for the forthcoming year

There was one nomination for Cllr Gregory which was seconded and voted for unanimously. In the absence of the elected Chair, Cllr Gregory as Vice Chair, chaired the meeting. The Chair expressed her thanks to the outgoing Vice Chair, Cllr Alker for her support over the past four years.

22/051 To receive apologies and record absences
Apologies were received and accepted from Cllr Tomkinson, Cllr Holmes, Cllr Emsley, Cllr Mills, Cllr Simkin and Cllr Symons. It was noted that it is most unusual to receive so many apologies for a council meeting, particularly, the annual meeting.

22/052 To receive any Declarations of Interest
Cllr Alker declared an interest in discussions about the website and library.

22/053 To appoint to Committees and Working Groups
Councillors had previously been asked to inform the Clerk which committees and working groups they would like to be a member of for the 2022/23 council year. The Clerk presented Council with a recommended committee and working group structure. It was proposed, seconded and agreed to accept the recommendation as presented. Details would be posted on the parish council's website. Cllrs who had not responded would be asked to confirm details by the next Council meeting, to be held on 13th June.

21/054 To appoint representatives to outside bodies and arrangements for reporting back (Standing Order 3.4 J(ix))
Membership was agreed and the Clerk would circulate an updated list to all councillors. A vacancy remains on GLEAN.

21/055 Review of delegation arrangements to committees, working groups, staff and other local authorities (Standing Order 3.4j(viii)

It was agreed to maintain the existing arrangement.

21/056 Review of arrangements including legal agreements with other local authorities, not for profit bodies and businesses (Standing Order 3.4j (viii))

It was agreed to continue with arrangement in place with SCC, SBC, GG's Youth Club, GLEAN, Hand Morgan & Owen and Staffordshire Police.

22/057 To receive and confirm the minutes of the last regular meeting of the Council held on 14th March 2022

Subject to one minor typographical error, the minutes were approved as a true and accurate record.

22/058 To consider any matters arising from the minutes not covered elsewhere on the agenda

Tow Path Meeting – despite the Clerk sending dates to the County Councillor to enable a meeting to be arranged, there had been no progress. Council expressed its disappointment that this long standing issue remains unresolved. The Chair would communicate with the member of public, who had, raised concerns at a previous meeting and was hoping that a meeting would be held to progress outstanding matters. There would be no further action from the Parish Council.

22/059 To receive the following reports:

a) The Clerk's report

The Clerk's report included a summary of all committee and working group meetings held in the past month as well as outstanding work and the need for some committees, including the Personnel Committee, to meet in the coming weeks.

Arrangements for the Annual Assembly to be held on 26th May were shared, Gnosall First Responders would be delivering defibrillator training. The spring edition of GMK would be ready for distribution in the coming days, Cllrs were requested to help with distribution.

The Clerk reported that she had been successful if securing £6750 of platinum jubilee national lottery funding - the funders were very interested in the sensory garden and had granted £5000 to be spent on the garden and a further £1750 had been granted for jubilee benches, notice board and the afternoon tea.

The Clerk reported that three more Freedom of Information requests had been received and details were shared. It was also reported that a letter had been received from BidX1 regarding Severn Trent land, adjacent to the allotment site, that is being sold at auction on 26th May. The Clerk reminded Council that in 2016 and 2019 there had been some misunderstandings regarding the ownership of the allotment track that leads to the allotment site and Severn Trent land. It was agreed to call an Extra Ordinary Council meeting to be held on 16th May to discuss this in more detail.

Councillors were also informed that the Heritage Group had been suspended temporarily as it had not been possible to elect a new Chair or Secretary.

The Clerk informed Councillors that there had been some complaints about the state of grass verges that had not been cut. The Parish Council was no longer responsible for maintaining Highways land after cancelling the agreement in October 2021. The Clerk would contact The County Council to enquire when the grass would be cut.

Councillors were reminded to review their Disclosable Pecuniary Interest forms, held on Stafford Borough Council's website and update them if necessary.

The Clerk's report was accepted. Cllr Greatrex, as a member of the Personnel Committee, placed emphasis on the committee meeting as soon as possible to deal with a number of personnel related matters.

Council Support Officer's Report

There was no CSO report.

Any reports from Parish Councillors on meetings/courses attended

There were no reports.

Reports from Borough and County Councillors

There were no Borough or council Cllrs present.

22/060 To consider committee issues:

Matters relating to the Resources Committee meeting

- Minutes of the meeting held on 25th April were accepted.
- The Clerk had commenced the year end work that should be completed, internally audited and ready for approval at the June Council meeting.

Matters relating to the Planning Committee meeting

- Minutes of the meeting held on 14th April were accepted.
- The Chair of Planning reported on information received about application 21/35083/FUL - the installation of a plant enclosure with air conditioning and refrigeration plant at Gnosall Service Station, which had recently been approved. It believed there was a misunderstanding about the access strip to the rear that does not agree with information received previously. It was proposed therefore that Stafford Borough Council's Enforcement Officer is contacted regarding this with a view to resolving the matter.

Matters relating to the Grosvenor Committee meeting

- Minutes of the meeting held on 4th May 2022 were accepted.
- It was agreed to approve the recommendation to increase the security deposit for parties at the Grosvenor Centre to £100.
- At the next Grosvenor Committee meeting, Council requested committee members to consider whether or not bouncy castles should be allowed inside the centre taking into consideration the parquet floors being sanded and revarnished and damage caused to ceiling tiles in the past.

Matters relating to the Health and Safety Working Group

- Notes of the meeting held on 26th April were accepted.
- Health and Safety would be included as a standing agenda item for all relevant committee meetings.
- It was suggested that an accessible H&S folder for each committee is retained in the parish office.

Matters relating to the Sensory Garden Working Group

- Notes of the meeting held on 27th April were accepted along with a scale drawing of the proposed garden which was welcomed.

- The order of works as suggested in the notes were approved. It was noted that the Conservation Officer had no objection to the planned garden. Planning rules need to be reviewed.
- The suggestion of incorporated a water feature would be considered by the working group.

22/061 To receive a report on financial receipts for April and receive accounts for approval for May 2022

The accounts as presented were approved for payment, copy attached.

22/062 To report any highway issues The Clerk was asked to report:

- Split in the road surface at the top of Manor Road
- Drains dropped on Newport Road near to Heath Garage
- Potholes on the B505 - at the end of Grange Road, Knightley, near to Bleak House Farm and Lodge Lane
- Audmore Road – where utility services were connected to a new development, the road surface has broken up. The developer should be responsible and should be contacted.

The tragic road traffic accident in which there had been 2 fatalities was noted.

It was also noted there had been no response from Homes Plus regarding inconsiderate parking and flooding at Wharf Road shops.

22/063 To request items for the next agenda

Cllrs to inform the Clerk at least 10 days before the next meeting.

22/064 To confirm the date and time of the next meeting

13th June 2022 at 7.30pm

GPC Expenses May 2022				
		Net	VAT	Total
ABC Fire and Security	Fire alarm service	377.30	75.46	452.76
John Allen Flooring	Repairs to Grosvenor floor	3000.00	0	3000.00
EFC	Telescopic bollard for village green	110.00	22.00	132.00
SBC	Civic Amenity visits 2022/23	265.00	53.00	318.00
SBC	Civic Amenity visits at allotments	176.67	35.33	212.00
BT	Phone and broadband	68.76	13.75	82.51
Staff	Salaries inc pension, NI & PAYE	6099.01	0	6099.01
JWH	Grass cutting and grounds maintenance	1378.00	0	1378.00
JWH	Grounds maintenance at Allotments	80.00	0	80.00
J McGregor	Over 84's afternoon tea expenses (from grant received)	131.50	0	131.50
BKV Expenses				
EFC	BKV materials (for tow path group)	58.20	11.64	69.84
TFM	BKV materials	6.11	1.22	7.33
Huws Gray	BKV materials	7.27	1.45	8.72

Income April 2022

Grosvenor Centre Hire	£1678.10
Allotment renewal fees	£1636.15
Burial income up to 31.3.22	£710.00
Wayleave	£107.94
National lottery grant	£6750.00
Rosebuds Lease	£1200.00
Precept and concurrent grant (6 months)	£53,601.00