Gnosall Parish Council
(Including the wards of Moreton & Knightley)

Minutes of the Meeting of Gnosall Parish Council held on Monday 10th February 2025 at 7.30pm in The Grosvenor Centre

Present
Cllr Gregory (in the Chair), Cllr Pearson, Cllr Beswick, Cllr Booth, Cllr Alker, Cllr Holmes and Cllr Haycock, J Cooper, Chief Officer along with Borough Councillor Scott Spencer.

Public Open Forum – there were five members of the public present. Three to observe. Two, on behalf of Outwoods residents, raised their concerns that despite a lot of effort in attempting to seek assistance from Highways to repair significant road defects to alleviate flooding, no work had been carried out. Council was reminded that during 2023 and 2024 there were several times when residents attended parish council meetings, there had been several site visits by parish councillors and some visits from the County Councillor and Highways representative however no successful repairs had been carried out. The situation is much worse and a request was made for the County Councillor to visit again. Cllr Haycock and Cllr Pearson offered to assist on behalf of the Parish Council. Borough Councillor, Scott Spencer suggested submitting a S56 (part of the Highways Act) and request the County Council take necessary action. This had been carried out recently in Church Lane Norbury with a successful outcome. This advice was welcomed and further information would be obtained from Cllr Spencer.

Prior to the two residents from Outwoods leaving the meeting, the Chief Officer asked for their assistance in informing residents from Outwoods, Bromstead and Moreton that there are now two councillor vacancies for the ward of Moreton. They agreed to share this on local social media sites. The two members of the public then left the meeting.

25/013 To Receive Apologies and Record Absences

Apologies were received and accepted from Cllr Sullivan and Cllr Symons and County & Borough Cllr Mark Winnington.

25/014 To appoint a Vice Chair for the remainder of the Council year (February to April)

There was one nomination for Cllr Haycock which was seconded and approved. Cllr Haycock, before accepting the role of Vice Chair, asked to meet with the Chief Officer to discuss the responsibilities. This would be arranged.

25/015 To Record Any Declarations of Interest

Cllr Alker declared an interest in discussions about the website.

25/016 To receive and confirm the minutes of the meeting held on 13th January 2025

Subject to one minor amendment, the minutes of the meeting were approved as a true and accurate record.

25/017 To consider any matters arising not covered elsewhere on the agenda.

There were no matters arising.

25/018 To receive the following reports:

Chief Officers Report
The report gave an update on the staffing and Councillor position.

The role of Chief Officer had been advertised and application packs requested by 5 people. The deadline is 14th February. Should the post not be filled by the end of March, it may be necessary to use the services of a Locum Clerk. No action to be taken to recruit a Finance Officer until a replacement Chief Officer is in post.

Six people had expressed an interest in the Handyperson role. A decision will be made using delegated powers on 13th February.

Seven Councillor vacancies had been advertised. The Chief Officer and Chair met with several people who had shown an interest and four would be formally confirming their interest. It may be possible to co-opt at the council meeting in March.

The report also gave details of various communications received from residents in Radmore Lane who had expressed their concerns that promised work to repair road defects had not been carried out.

Any reports from Parish Councillors

GLEAN
Cllr Alker gave a detailed report of the most recent GLEAN meeting. It was noted that a long standing GLEAN trustee had left, a new Treasurer had been elected, library membership had not increased however book usage had. GLEAN would be applying for funding to help with marketing the recruitment of new members. Staffordshire County Council would be arranging a book swap with other libraries to update stock.
It is likely that a Board Game afternoon would be arranged every other Friday to coincide with library opening times. A booking would be required via the Council Support Officer.
Appreciation was given for two recent donations from Gnosall Globetrotters and Weight Loss Wonders.

SPCA Executive Meeting
Cllr Booth provided a detailed report following the most recent SPCA Executive Meeting. SPCA membership fees are to increase by 5% for the next financial year. The Health and Wellbeing Officer is likely to have his post extended for another year and is willing to visit parish councils. New SPCA policies were approved.

There was a long discussion about the English Devolution White Paper. With reference to the possibility of a Combined Authority, Staffordshire and Stoke are proposing to use a Leaders' Board Model, which could receive powers from central government. There would need to be more than one county involved for a combined authority, as Staffordshire would not be big enough on its own.

There will be County Council elections in Stafford this year but no further Borough elections in Stafford. Parish councils should consider whether any assets owned by county or district/borough councils might need to be protected in order to keep them local. There may be sales of buildings, open spaces or land. SPCA recommend that parish councils are proactive

regarding these matters. The report was welcomed. The Chief Officer made a recommendation that historic files are reviewed regarding the purchase of the Grosvenor Centre which she believed was a three-way purchase between the Parish, County and Borough councils and this therefore, may be affected.

Borough and County Councillors

The Borough Councillor confirmed that the change to a unitary authority in Staffordshire is still in discussion. He reported that a budget meeting would be held on 12th February and again, recommended the Parish Council use S56 to request road repairs in Outwoods and possibly Radmore Lane.

25/019 To report any highway issues

Based on information discussed in the Public Open forum, it was proposed that the parish council use S56 to request road repairs in Outwoods. This was seconded and agreed by all.

Several emails and telephone calls from residents in Radmore Lane had been received regarding the lack of action to make repairs. The Chief Officer had spoken to County Councillor who was unable to attend the Parish Council meeting but had confirmed work is scheduled to start week commencing 17th February. He requested that he is promptly informed if this does not happen. Cllrs Gregory and Beswick would monitor the situation.

There was further discussion regarding the flooding under Wilbrighton Bridge and the need to clear gullies to allow flood water to flow away. There had been a suggestion for trees on the surrounding banks to be pruned, however, it was felt that it was sensible to clear the gullies regularly as leaves would remain to fall and gather whether or not branches are pruned. Cllr Pearson and Mr K Parry agreed to meet with residents in Outwoods w/c 17th February and discuss the ongoing road and flooding issues.

Thanks were extended to the Best Kept Village Team for cutting back overgrown vegetation on the corner of Brookhouse Road and the High Street which had been proving difficult for pedestrians and mobility scooter users to pass by. A nearby layby that is currently covered in leaf mold and mud would be cleared by the owner and assisted by the BKV team.

25/020 To receive an update on the transition to a .gov.uk digital service.

A written report was received from Cllr Haycock who is managing this project with the Chief Officer. A contract has commenced with Parish Online, who will provide Gnosall Parish Council with a website, hosting, SSL certificate, email services, and a .gov.uk domain name (gnosallparishcouncil.gov.uk). Parish Online also provide mapping services that will enable the council to produce detailed maps for the parish, including storing asset registers and producing neighborhood plans. Parish Online expect to finalise the website site ready for handover in February.

A meeting was held with Mr R Alker who is responsible for the maintenance of the current website and a transitional process agreed to ensure that there is no disruption to either the website or email systems. Several of the parish voluntary group websites are hosted on the current org.uk website, which will remain unaffected by the move. There had been some communication with working group leaders to explain the situation and to reassure them that their websites will be unaffected for at least 12 months.

The current org.uk domain will remain in operation for a minimum period of one year to ensure that search engines are able to re-index the new content and will ensure that people who visit the old site are automatically transferred to the new gov.uk site seamlessly.

24/021 To receive minutes and reports from committee and working groups:

a) Matters relating to the Planning Committee

Minutes of the meeting held on 16th January 2025 were accepted. Representation from Knightley residents regarding alleged breach of planning conditions on land off Gorse Lane had been noted and subsequently reported to SBC's Enforcement Team who had confirmed they would be investigating the alleged breach.

Feedback from the most recent Neighborhood Plan Working Group was received. One vacancy remains following the resignation of the Chair who was thanked for his hard work since the reformation of the group. Funding received from Locality has not been spent and must be returned if not spent by the end of the financial year. Enquiries are being made as to whether it is timely to send out the NP questionnaire and use some of the funds to assist with this.

Notes of the most recent Pre Project-Board meeting with Wrekin Housing were received – flooding, inadequate drainage, ineffective attenuation ponds had been discussed and further evidence is being gathered for more discussion at the next meeting.

The next Planning Committee meeting would be held on 13th February 2025.

b) Matters relating to the Resources and Personnel Committee

Minutes of the meeting held on 21st January were accepted. An up to date position on staffing had been covered under the Chief Officers Report. Expenditure as at the end of the third quarter had been reviewed. The annual review of the Financial Risk Assessment was noted.

c) Matters relating to the Grosvenor and Events Committee

Because of the staffing situation and depleted council, the level of organsiation and experience needed to arrange and manage a successful festival was felt would be extremely difficult by some councillors. It was reluctantly proposed that GFest2025 should be postponed for 12 months. This was seconded and a vote taken with four voting in favour, 1 against and 2 abstentions.

The next meeting of the Grosvenor and Events Committee would be held on 19th February.

25/022 Finance related matters

Receipts received during the month of January were noted and accounts for February 2025 were approved.

The Chief Officer commented briefly on the interim internal audit that was carried out on 4th February and mentioned recommendations received from the auditor to make changes to avoid having to charge for VAT. The second part of the internal audit will be carried out at the end of May. The Chief Officer reminded the Council that the legal date for external auditors to receive a completed and approved AGAR is 30th June.

It was reported that Open Spaces maintenance budget had exceeded, and approximately £3000 funds are required to complete one outstanding project (rebuild of bus stop on

Brookhouse Road). It was therefore agreed to vire funds from unspent budget headings to cover the amount required. The Chief Officer to action.

25/023 To confirm the date and arrangements for the Annual Assembly

It was agreed to bring the date of the Annual Assembly forward to 2nd April 2025 at which there would be a presentation for long-serving former parish councillors and the Chief Officer.

24/024 To request items for the next agenda

Councillors to inform the Clerk of agenda items at least 10 days before the date of the next meeting. The co-option of Councillors, Highways update (Outwoods and Radmore Lane) would be included on the March agenda.

25/025 To confirm the date and time of the next meeting.

The next meeting would be held on Monday 10th March 2025 at 7.30pm.

The meeting closed at 9pm.

Gnosall Parish Council

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
393	Christmas	21/01/2025		Gnosall Parish		Christmas expenses	Scewfix	E	15.98		15.98
402	Cleaning/windows/sanitary	23/01/2025		Gnosall Parish		Windows cleaned	window cleaner	E	40.00		40.00
431	Water - allotments	23/01/2025		Allotments		Water - allotments	Waterplus	E	27.05		27.05
401	youth club	23/01/2025		Youth Club		youth club expenses	laura pearson	E	395.41		395.41
403	CFest/Tow Path	23/01/2025		CFest		tow path expenses	Jim Twiss	E	17.06		17.06
404	CFest/Tow Path	23/01/2025		CFest		tow path expenses	Jim Twiss	E	57.02		57.02
408	Printing and stationery	24/01/2025		Gnosall Parish		Stationary	Amazon	S	8.43	1.69	10.12
405	Sundries	28/01/2025		Gnosall Parish		Cllr expenses	GPC	E	22.00		22.00
407	Electricity - Grosvenor	28/01/2025		Gnosall Parish		electricity bill	eon next	L	145.23	7.26	152.49
406	Gas - Grosvenor	28/01/2025		Gnosall Parish		Gas bill	eon next	L	168.28	8.41	176.69
411	Sundries	29/01/2025		Gnosall Parish		Adjustment	?	E	4.30		4.30
415	Water - Burial Ground	29/01/2025		Burial Ground		Water bill	Waterplus	E	11.90		11.90
399	Phone and Broadband	31/01/2025		Gnosall Parish		Phone and broadband	BT	S	122.51	24.50	147.01
418	Printing and stationery	31/01/2025		Gnosall Parish		Photocopying	XBM Limited	S	29.98	6.00	35.98
417	Water - Grosvenor	02/02/2025		Gnosall Parish		Water bill	Waterplus	E	379.91		379.91
416	IT maintenance	03/02/2025		Gnosall Parish		IT Maintenance	Alan Baker System	E	39.00		39.00
429	Employment Costs	11/02/2025		Gnosall Parish		salaries/NI&PAYE/Pension	GPC	E	7,472.65		7,472.65
419	Advertising & publicity	11/02/2025		Gnosall Parish		advertising	SLCC	S	200.00	40.00	240.00
422	Civic Amenity Visits	11/02/2025		Gnosall Parish		Civic Amenity Visits	Stafford Borough	S			
430	Councillor Travel/expenses	11/02/2025		Gnosall Parish		Cllr expenses	GPC	E	10.85		10.85
421	Allotments	11/02/2025		Allotments		Civic Amenity Visit to	Stafford Borough	S			
420	PAT Testing	11/02/2025		Gnosall Parish		Pat testing	Staffordshire Portable	S	184.00	36.80	220.80
423	Burial Ground maintenance	11/02/2025		Burial Ground		Burial ground maintenance	JWH Ground	E	230.00		230.00
424	Grass cutting - The Acres	11/02/2025		Gnosall Parish		Tree work and grounds	JWH Ground	E	390.00		390.00
432	Heritage Group	11/02/2025		Heritage Group		Sign work	Sign and Display	S	188.00	37.60	225.60
426	BKV	11/02/2025		Best Kept Village		BKV donations	BKV	E	500.00		500.00
427	BKV	11/02/2025		Best Kept Village		BKV donations	BKV	E	500.00		500.00
428	BKV	11/02/2025		Best Kept Village		BKV donations	BKV	E	500.00		500.00
425	CFest/Tow Path	11/02/2025		CFest		tow path maintenance	Huws Gray	S	91.80	18.36	110.16
							Total		**11,751.36**	**180.62**	**11,931.98**