



## **Minutes of Gnosall Parish Council Meeting**

**held via zoom on 12<sup>th</sup> April 2021 at 7.30pm**

Present: Cllr G Gregory, Cllr M Booth, Cllr J Lammin, Cllr J Tomkinson, Cllr S Powell, Cllr T Simkin, Cllr M Holmes, Cllr G Payne, Cllr A Mills, Cllr P Alker, Cllr D Webb, Cllr J Archer, Cllr G Symons, Cllr K Ingram, S Ridgewell CSO, Jayne Cooper Clerk

Along with SBC Cllrs P Farrington and M Smith and SCC Cllr M Winnington

6 members of the public

All those attending the meeting respected one minutes silence to mark the death of Prince Philip, The Duke of Edinburgh.

The Chair informed those attending that two hours prior to the Council meeting commencing, communication had been received from Staffordshire Parish Council's Association regarding the official period of mourning and implications to council meetings where notices had been issued on or after 6<sup>th</sup> April which could make a meeting unlawful. Given the time the information had been received and conflicting information being posted on a Clerk's forum the Chair and Clerk did not feel it would be sensible to cancel this meeting.

The Chair also informed Council that the meeting was being recorded and agenda item 21/037c i & ii would be switched around.

### **Public Open Forum**

Members of the public had no questions or comments.

### **21/032 To receive apologies and record absences.**

Apologies were received and accepted from Cllr Emsley and Cllr Greatrex.

### **21/033 To receive any Declarations of Interest.**

Cllr Archer, as Youth Leader and owner of ACP Bar Services, declared an interest in any discussion about GG's Youth Club or the bar provision at the Grosvenor Centre.

Cllr Alker declared an interest in any discussion about the library and Grosvenor online booking system as her husband is involved in both (voluntary roles).

Cllr Simkin declared an interest in any personal related discussions as her mother is an employee of the parish council.

**21/034 To receive and confirm minutes of the meeting held on 8<sup>th</sup> March 2021.**

The minutes were approved as a true and accurate record.

**21/035 To consider any Matters Arising not elsewhere on the agenda.**

There were no matters arising.

**21/036 Clerk's Report**

The report previously received included a summary of meetings held in the past month. Cllrs were reminded that the Annual meeting would be held on 4<sup>th</sup> May and despite previous reports, it would be necessary to arrange an Annual Assembly as there is no legal reason not to. Therefore, on the advice from SPCA a brief Annual assembly would also be arranged for 4<sup>th</sup> May (virtual) to receive the Annual Report and reports from Borough and County Councillors. There had been no further update from Government regarding the application to the High Court regarding the continuation of remote meetings.

**CSO Report**

Cllrs were informed that Lateral Flow tests are being carried out in the Grosvenor Centre on Sundays, that plans for GFest are continuing and a progress meeting would be held later in the month, allotment renewals were ongoing as is work on a new online booking system for the Grosvenor system. Cllrs were informed that recent communication from Scribe, the online accounting package used by the Council now offers a venue booking system that links to the accounting package and that the Clerk and CSO had been given an online demonstration. Grosvenor Centre Committee would be given a report on the various online booking systems to consider at its next meeting.

**Borough and County Councillors Reports**

Cllr Smith confirmed that the Borough Council is responding to two enquires regarding the construction of the new Co-op store and matters relating to land off Station Road.

Cllr Farrington reported on the uncertainty of virtual meetings continuing and confirmed that the Local Government Authority is investigating the matter with a view to virtual meetings continuing. The Borough Council is considering alternative venues in Stafford to safely hold physical meetings.

It was further reported that alternative venues had been booked for forthcoming elections to avoid any further closures to schools.

**County Councillor Report**

Cllr Winnington confirmed that County Councillors are observing a period of purdah (prior to forthcoming elections). He commented favourably on how local people had shown their respects following the death of The Duke of Edinburgh. He commented further on the role of COVID vaccinations and the importance of being vaccinated as restrictions ease as well as having regular lateral flow tests.

The Chair asked Cllr Winnington if there had been any action or if he had an update on road repairs following the public meeting held on 1<sup>st</sup> March. Cllr Winnington read out a statement that said a Project Engineer would be inspecting the gullies on Knightley Road to assess whether they are fit for purpose. More thought is needed as to whether more gullies are needed between Knightley Dale and Gnosall and conversations with landowners are needed about water runoff. The Chair asked Cllr Winnington if he had a date when any of the work could be carried out as agreed at the meeting on 1<sup>st</sup> March. Cllr Winnington responded that it was not possible to arrange a date to carry out the work until a meeting with County, Borough, Parish Councils and landowners had been held. The Chair asked if this could be arranged in the next week so progress could be made.

The Chair also asked whether a meeting with SBC and SCC had been arranged as agreed to the meeting on 1<sup>st</sup> March. It had not and was suggested that the two matters are discussed in one meeting.

The Chair had been asked by the A518 Action Group (now renamed Gnosall & Haughton Roads Group) to ask Cllr Winnington if there had been any action that was mentioned at the meeting on 1<sup>st</sup> March but related to requests made two years previous, regarding the general neglect of road maintenance including broken, dirty and unreadable signs, worn out road markings and missing reflectors. Cllr Winnington read out a statement from Mr John Tradewell, Head of Legal at SCC, that had been sent to the Action Group advising the group to submit a Freedom of Information request. The Chair suggested to the representative from the Action Group attending the meeting that the matter is now taken up directly with Cllr Winnington.

#### **(d) Report from Cllrs on Courses attended**

Cllr Holmes reported favourably on a course he had attended virtually with SPCA for new councillors. He had found the course to be extremely useful and recommended other councillors may wish to attend as a refresher course.

#### **21/037 To receive reports from Committees and Working Groups:**

##### **Matters relating to the Planning Committee**

Minutes of the meeting held on 7<sup>th</sup> April were accepted. Concern had been expressed that some applications are taking a considerable amount of time to be determined. SBC Cllr Smith responded, he explained that many of the applications yet to be determined are because of applicants requesting an extension of time for a decision to be made. This was noted.

##### **Matters relating to the Open Spaces Committee**

Members were thanked for carrying out recent inspection of parish council owned land and facilities. All reports would be reviewed in detail at the next meeting and appropriate action taken to carry out any maintenance. The Boardwalk had also been inspected by the Contractor who is now investigating ways to make repairs to the sunken parts.

Cllr Lammin asked Council to consider crowd funding as a way of raising funds to meet the costs of the boardwalk repairs. She had been approached by parishioners who had made this suggestion. It was agreed to defer this discussion to the next Open Spaces Committee meeting.

## **Matters relating to Grosvenor Committee**

**i. To consider the Terms of Reference for the Working Group on Charitable Incorporated Organisations.**

It was proposed to accept the Terms of Reference for the Charitable Incorporation Organisation Working Group. This was seconded and unanimously agreed.

**ii. To receive a status report from the Working Group on Charitable Incorporated Organisations.**

A report from the Community Incorporation Organisation (CIO) Working Group, tasked with looking into the benefits of forming a CIO, was received and noted. Further meetings are planned, and Council would be updated accordingly.

Matters relating to the Procedures Review Committee

The updated Financial Regulations had been received previously by all Councillor to review. It was agreed to accept the amended Regulations as presented. The amended version would be posted on the website.

**21/038 To discuss police matters**

Cllr Webb referred to the recent rise in Council Tax, specifically the 6% rise to Staffordshire Police and asked whether an increase in service from Staffordshire Police would be evident to justify this rise. With the election of the Police Crime Commissioner approaching and a period of purdah, the Chair suggested this item is carried over to when it could be discussed in detail and the elected Police Crime Commission would be invited to the Parish Council meeting. Cllr Alker, the Council's representative on the Safer Neighbourhood Panel had noted the question and would raise this at the next meeting.

### **21/039 To discuss Highway matters**

The Clerk was asked to report a series of potholes by mini roundabout on Manor Road which could merge into one large pothole if not repaired soon, road deterioration around drain just past Moorend Lane posing a danger to cyclists (and previously reported), inconsiderate driving of heavy farm machinery along Willey Lane causing the banks to deteriorate with a danger of collapsing and verge damage at the end of Greenfields caused by large vehicles mounting the kerb.

Cllr Winnington asked the Clerk to email him with details of Greenfields, Willey Lane and he would report these directly.

It was noted that there had been responses from Highways about defects reported at Coton and Manor Road confirming they are not urgent.

### **21/040 To accept accounts for approval for the month of April 2021 and receive details of receipts for the month of March 2021**

The accounts and receipts were approved as presented (appendix 1) Council agreed to delegate power to the Clerk to ensure urgent invoices and salaries are paid after the Annual Meeting in May until a time when the Council can meet again safely (whether physical or virtual).

### **21/041 To agree the date and time of the next meeting.**

4<sup>th</sup> May 2021 at 7.30pm

The meeting closed at 8.45pm

## Appendix 1

Payments requiring approval at April meeting:

JWH Ground Maintenance	Grass cutting during March 2021 along with removal of fallen tree in Burial Ground	£1125.00
Paul Prince	Handyman jobs	£299.00
Staff/HMRC/SCC Pension	Salaries, NI &PAYE and pension	£5670.13
Ricoh	Photocopier usage and rental Dec 2020 – March 2021	£254.01 + VAT
SCRIBE	Accounting software package annual fee	£468.00 + VAT
GPN	Annual fee for monthly advert	£39.00
SPCA	Annual subscription	£579.00
MOBSTEAD News	Annual fee for monthly advert	£15.00
SLCC	Annual subscription	£262.00
TFM	Materials for handyman	£16.70 + VAT
Parsons Plumbing & Heating	Youth Club boiler service	£70.00 + VAT

Payments that had to be paid between March Council meeting and the end of the month:

A Baker	New office computer and Microsoft 365	525.29 + VAT
Eon (Direct debit)	Gas (Jan 2021- March 2021)	£234.23 + VAT
SBC	Brown Bins at Burial Ground x 2	£72.00
BT (Direct debit)	Phone and broadband	£67.99 + VAT

