



Gnosall Parish Council

(Including the wards of Moreton & Knightley).

Minutes of the Meeting of Gnosall Parish Council

held on Monday 11th November 2024 at 7.30pm in The Grosvenor Centre

Present

Cllr Mills (in the Chair), Cllr Gregory, Cllr Sullivan, Cllr Pearson, Cllr Haycock, Cllr Symons, Cllr Beswick, Cllr Booth, Cllr M Nicholls, Cllr, Simkin, Cllr Alker along with J Cooper, Chief Officer and Borough Councillor Scott Spencer and County & Borough Councillor Mark Winnington

As it was Armistice Day one minutes silence was observed.

Public Open Forum - (10 minutes)

Eight residents raised their concerns regarding the state of the Radmore Lane. Large potholes are causing damage to vehicles. In some cases potholes stretch across the lane and are 6-7" deep and impassible for some vehicles and extremely dangerous for cyclists. Superficial repairs have been carried out and now an entire stretch of at least 30 yards needs to be resurfaced. Flooding is also an issue possibly because of blocked culvert. Some residents cannot get vehicles through water in times of heavy rainfall, some cannot get to their places of work. Cllr Winnington noted all the comments and agreed to report back to Highways. He confirmed that a job request had been submitted to the network team to carry out work in January 2025.

Members of the public left the meeting.

24/102 To Receive Apologies and Record Absences

Apologies were received and accepted from Cllr Webb, Cllr Payne, Cllr Ingram and Cllr Holmes.

24/103 To Record Any Declarations of Interest

Cllr Simkin declared an interest in personnel related discussion as her mother is an employee of the Parish Council.

24/104 To receive and confirm the minutes of the meeting held on 9th September 2024.

The minutes of the meeting were approved as a true and accurate record.

24/105 To consider any matters arising not covered elsewhere on the agenda.

Correspondence regarding the A518 - Cllr Winnington confirmed that a resident who had raised concerns regarding unresolved safety issues on the A518 had received a response from Staffordshire Conty Council. The Parish Council had not been sent a copy of the response.

24/106 To receive the following reports:

Chief Officers Report

The report gave details of meetings held in the previous month. The Council still has one vacancy, and it is hoped a Moreton resident who had expressed an interest would apply.

GG's Youth Club - Councillors were informed that the youth club is going very well thanks to a dedicated leader and a small group of committed volunteers. The Mayor of Stafford visited on 25th September and enjoyed taking part in activities with youth club members.

Gnosall Globetrotters held an event on 24th October which was represented by Cllrs Mills, Pearson and Haycock, each of whom accepted donations for Best Kept Village, the Christmas Meal Scheme and GG's Youth Club.

The Remembrance Sunday Service will be represented by approximately 6 councillors on 10th November. The Chief Officer will be laying the wreath on behalf of the Council.

Councillors were given a copy of the updated Good Councillors Guide.

Any reports from Borough and County Councillors.

The Borough Councillor informed councillors of a new grant of £250K called Nature in Towns and Cities that the Borough Council is applying for. Cllr Spencer confirmed he would ask that if the application is successful, some of the funds are shared to parishes and not all spent in Stafford town.

Cllr Spencer reported that SBC's Local Plan will be discussed further in January. Housing targets set by the Government for Stafford Borough are not sustainable.

24/097 To report any highway issues.

There had been meetings with residents of Brook Cottage on Audmore Road and Highways regarding frequent flooding in times of rainfall and highways issues identified that if resolved could alleviate some of the problem. Cllr Gregory attended on behalf of the Parish Council. The matter is not yet resolved, the Parish Council will continue to support residents.

Outwoods Flooding

Some clearance work had been carried out but not enough and residents continue to share their frustrations with Highways and the Parish Council. Further work is planned by Highways but no date yet set. As advised at the last council meeting, residents had written to Mark Deaville (Highways), the local MP and Alan White, Leader of SCC. The Parish Council would continue to support residents in as much as it can.

24/108 To receive minutes and reports from committee and working groups:

Matters relating to the Planning Committee

- Minutes of two meetings held on 12th September and 10th October were accepted.
- The Council's response to the National Policy and Framework Consultation was submitted by 24th September.
- The Developer Liaison Policy was reviewed and no changes are necessary.
- The Terms of Reference were reviewed.

Pre Project Board Meeting - The first meeting of the pre project board with Wrekin Housing Group regarding possible development of land off Knightley Road will be held on 4th December. Membership of the group had been agreed and includes three parish councillors, two officers from Stafford Borough Council, Cllr Winnington, a Rural Enabling Officer, representation from Gnosall Family Sports Club, representation from AFC Gnosall and 4 residents.

Neighbourhood Plan Update - A verbal update following the most recent meeting of the Neighbourhood Plan Working Group was received. Whilst information is awaited from Stafford Borough Council regarding its Local Plan, the working group continues to work on sections of the Neighbourhood Plan. The next meeting would be held in January 2025.

Cllr Spener left the meeting at 8.30pm

Matters relating to the Resources and Personnel Committee

It was agreed to take this section under confidential matters.

Matters relating PRC & Health & Safety Committee

- Minutes of the meeting held on 5th November were received.
- Terms of Reference for all committees were accepted as were reviews of several policies and risk assessments carried out in July.
- The Financial Regulations had been circulated to all councillors. It was proposed, seconded and agreed that the new regulations are approved. Cllrs Gregory and Booth were thanked for overseeing this task. In January, the Council's Standing Orders would be reviewed and the finance section would mirror the updated Financial Regulations.

Matters relating to the Grosvenor and Events Committee

- Minutes of the meeting held on 17th September were received.
- Arrangements for Christmas Lights Switch On were agreed. The Chief Officer would send a reminder of tasks to all those helping.
- Dates for GFest 2025 were agreed as 12th - 20th July 2025 and will include CFest
- New staffing arrangements and maintenance issues had also been discussed.

24/109 Finance related matters

Receipts received during the months of September and October were noted. It was accepted that salaries included back dated pay to April 2024 as new pay scales had recently been agreed by the Joint National Council. The accounts for October and November 2024 were approved.

24/110 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. Christmas Lights feedback and details of the first Pre Project Board meeting will be included on the December agenda

24/111 To confirm the date and time of the next meeting.

The next meeting would be held on Monday 9th December 2024 at 7.30pm.

To exclude members of the press and public whilst confidential information is discussed

Matters relating to the Resources & Personnel Committee

- Minutes of the meeting held on 8th October 2024 were accepted.
- The accounts at the end of the second quarter were reviewed.
- Comments from external auditor were discussed. It was noted that the Council will have to make changes to its website and email addresses to have .gov email addresses by the end of March 2025. Cllr Haycock will be attending an online event on 3rd December where more information will be shared including costs and whether there is any financial assistance.
- The increase in insurance costs was discussed and it was agreed the budget would have to reflect the significant increase. Insurers would be contacted in January with a view to meeting with representatives of the Council to discuss the Council's insurance and provide quotations.
- Terms of Reference were updated to reflect the amalgamation of committees.
- The Sickness Policy was reviewed.
- A recommendation to increase the hours worked by the Council Support Officer from 15 to 18 hours per week from 1st December 2024 was approved by Council.

The meeting closed at 8.50pm

Gnosall Parish Council

5 December 2024 (2024-2025)

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
237	Phone and Broadband	01/10/2024		Gnosall Parish		Phone and broadband	BT	S	122.51	24.50	147.01
259	IT maintenance	01/10/2024		Gnosall Parish		IT Maintenance	Alan Baker System	E	39.00		39.00
265	Water - Grosvenor	02/10/2024		Gnosall Parish		Water bill	Waterplus	E	239.20		239.20
242	Christmas	10/10/2024		Gnosall Parish		Christmas Trees	Corporate Christmas	S	994.92	198.99	1,193.91
244	Printing and stationery	14/10/2024		Gnosall Parish		Stationery	ESPO	S	25.60	5.12	30.72
243	Christmas	14/10/2024		Gnosall Parish		christmas raffle tickets	Mr Printit	E	40.00		40.00
250	Employment Costs	14/10/2024		Gnosall Parish		salaries/NI&PAYE/Pension	GPC	E	6,992.45		6,992.45
245	Printing and stationery	14/10/2024		Gnosall Parish		Photocopying	Ricoh	S	266.93	53.39	320.32
248	Contingencies - General	14/10/2024		Gnosall Parish		electrical work in youth	RWS Electrical	S	110.00	22.00	132.00
249	Licences - Grosvenor	14/10/2024		Gnosall Parish		Premises licence for	Stafford Borough	E	180.00		180.00
260	Staff Travel	14/10/2024		Gnosall Parish		Staff expenses	J Cooper	E	68.80		68.80
258	Printing and stationery	14/10/2024		Gnosall Parish		Stationery	ESPO	S	37.00	7.40	44.40
247	Water - Burial Ground	14/10/2024		Burial Ground		Water - Burial Ground	Waterplus	L	59.82	1.98	61.80
246	Open Spaces	14/10/2024		Gnosall Parish		noticeboard	ESPO	S	1,069.00	213.80	1,282.80
251	Grass cutting - Village	14/10/2024		Gnosall Parish		Grass cutting - Village	JWH Ground	E	180.00		180.00
256	Burial Ground maintenance	14/10/2024		Burial Ground		Burial ground maintenance	JWH Ground	E	910.00		910.00
252	Grass cutting - Chippy	14/10/2024		Gnosall Parish		Grass cutting Chippy	JWH Ground	E	80.00		80.00
253	Grass cutting - Moreton	14/10/2024		Gnosall Parish		Grass cutting Moreton	JWH Ground	E	60.00		60.00
255	Grass cutting - The Wold	14/10/2024		Gnosall Parish		Grass cutting The Wold	JWH Ground	E	52.00		52.00
254	Grass cutting - The Acres	14/10/2024		Gnosall Parish		Grass cutting Acres	JWH Ground	E	310.00		310.00
257	Allotments	14/10/2024		Allotments		Allotment maintenance	JWH Ground	E	110.00		110.00
271	Sundries	16/10/2024		Gnosall Parish		Sundries	Amazon	S	7.49	1.50	8.99
270	Subscriptions	16/10/2024		Gnosall Parish		microsoft 365 subs	Microsoft	S	6.66	1.33	7.99
261	youth club	16/10/2024		Youth Club		youth club equipment	Amazon	S	59.99	12.00	71.99
264	Subscriptions	17/10/2024		Gnosall Parish		Data protection renewal	ICO	E	35.00		35.00
274	Postage	18/10/2024		Gnosall Parish		Postage	Post Office	E	13.20		13.20
269	Christmas	18/10/2024		Gnosall Parish		Christmas tree lights	shop4allsorts.co.uk	S	93.28	18.65	111.93
262	Grosvenor	21/10/2024		Gnosall Parish		New vacuum for	AO.com	S	150.00	30.00	180.00
263	youth club	21/10/2024		Youth Club		youth leader salary	Megan Shaw	E	97.50		97.50
268	PROW	21/10/2024		Public Rights of		PROW Expenses	GPC	E	65.22		65.22
272	Sundries	22/10/2024		Gnosall Parish		blue plaque project	Bob Johnson	E	27.59		27.59
273	Cleaning/windows/sanitary	22/10/2024		Gnosall Parish		Windows cleaned	M J Ferguson	E	20.00		20.00
295	Electricity - Grosvenor	28/10/2024		Gnosall Parish		electricity	eonNext	L	380.95	19.05	400.00

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
296	Gas - Grosvenor	28/10/2024		Gnosall Parish		Gas bill	eonNext	L	144.83	7.24	152.07
275	Phone and Broadband	31/10/2024		Gnosall Parish		Phone and broadband	BT	S	122.51	24.50	147.01
293	IT maintenance	01/11/2024		Gnosall Parish		IT Maintenance	Alan Baker System	E	39.00		39.00
294	Water - Grosvenor	04/11/2024		Gnosall Parish		Water bill	Severn Trent Water	E	161.61		161.61
276	Christmas	05/11/2024		Gnosall Parish		Christmas expenses	Tesco	S	156.25	31.25	187.50
286	Employment Costs	11/11/2024		Gnosall Parish		salaries/NI&PAYE/Pension	GPC	E	8,218.31		8,218.31
290	Staff Training	11/11/2024		Gnosall Parish		Staff training	SPCA	S	35.00	7.00	42.00
289	Councillor Training	11/11/2024		Gnosall Parish		Cllr training	SPCA	S	35.00	7.00	42.00
291	Open Spaces	11/11/2024		Gnosall Parish		Open spaces maintenance	Huws Gray	S	45.00	9.00	54.00
292	Open Spaces	11/11/2024		Gnosall Parish		Open spaces maintenance	EFC	S	43.60	8.72	52.32
281	Grass cutting - Village	11/11/2024		Gnosall Parish		Grass cutting - Village	JWH Ground	E	180.00		180.00
288	Grosvenor	11/11/2024		Gnosall Parish		Grosvenor maintenance	Alan Moore Plumbing	E	195.00		195.00
284	Parish Defibrillator	11/11/2024		Gnosall Parish		Defibrillator pads	Defib Supplies	S	114.00	22.80	136.80
283	Burial Ground maintenance	11/11/2024		Burial Ground		Burial ground maintenance	JWH Ground	E	870.00		870.00
277	Grass cutting - Chippy	11/11/2024		Gnosall Parish		Grass cutting Chippy	JWH Ground	E	80.00		80.00
278	Grass cutting - Moreton	11/11/2024		Gnosall Parish		Grass cutting Moreton	JWH Ground	E	60.00		60.00
279	Grass cutting - The Wold	11/11/2024		Gnosall Parish		Grass cutting The Wold	JWH Ground	E	26.00		26.00
282	Grass cutting - The Acres	11/11/2024		Gnosall Parish		Grass cutting Acres	JWH Ground	E	260.00		260.00
280	Grosvenor Centre Grass	11/11/2024		Gnosall Parish		Grass cutting Grosvenor	JWH Ground	E	30.00		30.00
285	BKV	11/11/2024		Best Kept Village		Calendar 2025	Mr Printit	E	945.00		945.00
287	CFest/Tow Path	11/11/2024		CFest		tow path maintenance	Jim Twiss	E	39.96		39.96
Total									24,705.18	727.22	25,432.40