



Shenstone Parish Council Meeting

APPROVED Minutes from Full Council Meeting of Shenstone Parish Council

MEETING HELD TUESDAY 10th November 2015 AT 7.15pm - VENUE: LITTLE ASTON VILLAGE HALL

77 Register of Councillors in Attendance

Cllrs Sheila Beilby, Mick Cox, Charles Fordham, Rita Hancocks, Lynda Jones, Val Neale, Gail Nicholls, Neil Perry **David Salter - Chairman**, David Thompson, Lynda Jones, Jean Wilson **County Councillor: David Smith (late arrival) Clerk: Susan Nelson**

Members of the Public: None in attendance

78 Apologies Received: Councillors Roy Boffy, John Branch, Elizabeth Hassall

79 To receive Declarations of Interest on Agenda Items - Cllr Nicholls - Agenda Item 88

80 Up to 15 Minutes of Public Participation

No Members of the public in attendance at this meeting

81 Approval of Shenstone Parish Council Minutes from Meeting held Tuesday 13th October 2015

RESOLVED: The Minutes from the Full Council Meeting of Shenstone Parish Council held on Tuesday 13th October 2015 reviewed by approved: **Proposed: Cllr Jean Wilson Seconded: Councillor Tim Cox**

82 Matters Arising from Minutes

Clerk to chase up Playing Fields inspection reports - **CLERK**

83 Lichfield District Council update report

i) District and Parish Councillors Elizabeth Hassall and David Salter

Little Aston and Stonnall Neighbourhood Plans - referendum for both will take place January/February 2016

MP Chris Pincher has raised the Wall Island issue with the Minister of Transport - **ONGOING**

84 Councillor Training

Councillor Training/Refresher courses can be provided by SPCA to new and existing Members and will be funded by the Parish Council

Training events can be held at a local venue or at Staffordshire Parish Council Offices in Stafford

RECOMMENDATION: Clerk to contact SPCA to see if a Councillor Training Course could be run in the Shenstone Area and to invite neighbouring councils (Hints and Canwell, Wall, Drayton Bassett etc) for a maximum of 2 hours (Volunteer Member required to organise)

85 Shenstone Lower Lawn Cemetery

i) Consideration to be given to the formation of a Cemetery Management Committee

Councillors Tim Cox, and Rita Hancocks volunteered to serve on this committee

Virginia Seddon (Registrar), Jean Coton (Parishioner), Steve Skidmore (Parishioner) to be asked to join **ACTION: Councillors Cox and Hancocks to make arrangements and report back to Full Council**

Clerk confirmed that sonic mole deterrent devices have been placed around the site

ii) Location Notice - details of quotation provided

3 sign producers have been contacted, 1 quotation received from Beacon Display - awaiting 2 further quotations - **ONGOING**

86 Community Grant Funding 2016 to 2017

i) 2016/17 Grant Application Form for approval

Members reviewed the draft form and approved content / Query constitution if applicant advise no constitution further information will be requested

Proposed: Councillors Jean Wilson / Rita Hancocks RESOLUTION APPROVED: Circulate the revised forms to all local groups asap

ACTION: Clerk to circulate

ii) Request received from Stonnall Neighbourhood Watch co-ordinators to fund wheelie bin traffic calming stickers

Stonnall Parishioners have requested that the Parish Council purchase and provide traffic calming bin stickers 'Slow Down', '30 mph' and '40mph' to be placed on all bins Costs: £300 for 400 stickers

Proposed: Councillors Beilby/ Elizabeth Hassall Seconded: Cllr Nicholls/Cox and Boffy

RESOLUTION APPROVED: To purchase stickers as requested

ACTION: Clerk to place order and ensure stickers provided to the Neighbourhood Watch co-ordinators

87 Shenstone Library Update - see Agenda Item 90 for details

88 Shenstone Parish Council website and communications - latest situation

Two web sites reviewed by Members

RECOMMENDATION/RESOLVED: Website to be provided by Solvac

ACTION: Councillors Tim Cox, Elizabeth Hassall, Roy Boffy and Sheila Beilby to identify how arrangement should be formalised

89 Neighbourhood Plans - ALL WARD REPORTS AND LATEST UPDATES

Shenstone Neighbourhood Plan Update - Councillor David Thompson - a very successful event held at the Cooper Room on Saturday 7th November with over 120 people in attendance

ACTION: Reminder to all that the LDC Consultation is currently underway - responses required before 20th November 2015



Shenstone Parish Council Meeting

90 Minutes and Recommendations from the Neighbourhood Planning and Property Committee Meeting held Tuesday 3rd November 2015

The main issue was the future of Shenstone Library - Councillor Lynda Jones (Shenstone Ward) provided a comprehensive report regarding the situation and possible way forward

Councillor Jean Wilson reported that it is not the responsibility of a Parish Council to provide Library services and requested that her opposition to the Parish Council being involved is included in the Parish Council Minutes

The following **RECOMMENDATION** was put to Members :

- 1) Shenstone Parish Council require full evidenced details of costs, benefits and number of users (footfall) for the library (Wayne Mortiboys to be contacted)
- 2) Interested parties within the community to be contacted (Cllr Lynda Jones has already commenced this work)
- 3) A shadow management/steering group be set up from key Shenstone parishioners who will work towards putting forward a bid
- 4) The Parish Council to be kept updated with work undertaken and the opportunity to consider every change/decision prior to a full review of any bid to be put forward

Proposed: Councillor Elizabeth Hassall Seconded: David Thompson

A vote of Members taken: **RESULT: 8 For 4 Against 1 abstention**

91 Parish Council Financial Report

Tuesday 9th November 2015 - Bank Balances:

2155	NatWest Current Account: £77,599.76 credit
2761	Co-Operative Community Direct Plus Current Account : £75,562.01 credit
2774	Co-Operative Business Select 14-Day Account : £16582.24 credit
1380	Co-operative Stonnall Neighbourhood Plan (NP) Account: 5010.78 credit
7616	Closed account - 0.21CR

Next meeting of the Finance, Neighbourhood Plan and Legal Committee will be held on Tuesday 1st December 2015 at 5.30pm

Next meeting of the Parish Council will take place on Tuesday 8th December at 7.15pm Stonnall Youth & Community Centre

PLEASE SEND ANY AGENDA ITEMS FOR THIS MEETING TO THE CLERK BY NO LATER THAN WEDNESDAY 2ND DECEMBER

Parish Council Office will be closed from Wednesday 23rd December and re-open on Tuesday 5th January 2016

Standing Orders reference BACS payments / Date for Standing Orders revision at next Finance Meeting 2015 1st December

92 Neighbourhood Planning and Property Committee - Refer to agenda item 90

93 Planning to review Parish Council responses LDC - Confirmed that it is the responsibility of all Parish Council Members to review all planning applications relevant to Shenstone Parish Council **ACTION: Clerk to send by e-mail to all**

94 Third-party owned structures - Chairman reported that Cooper Room Constitution will be received by the Parish Council shortly

95 Employment Committee - update report from meeting held Cllrs Salter and Hassall 29th October 2015

ACTION: All Councillors to ensure agenda items for Full Council are provided by latest Wednesday prior to Tuesday meeting date

ACTION: Clerk to reduce Council Minutes to maximum of 2 pages with Recommendations clearly presented

ACTION: Parish Council Members to utilise their fields of expertise and work with parishioners directly

Suggested areas of responsibility : Highways, Police and Traffic / Street Cleaning/ Dog fouling/ Litter

ACTION: All requests received at the Council Office requiring action to be passed on to appropriate Members for their direct attention

ACTION: Update reports of action taken to be provided to Clerk and Councillors

REVIEW: December Full Council Meeting

96 Correspondence received

Request received for Parish Council to fund speed-calming wheelie bin stickers for Stonnall

Chair reported that the latest copy of **Arnold-Baker on Local Council Administration** has been purchased and is available at the PC

Cllr Wilson reported that LARGA has been listed in the top 3 of most improved Fields in Trust sites

97 Pending/ongoing Items - items awaiting further information and action

Clerk approved that regular payments can now be paid by direct debit service/ pension payments/ contractors etc

98 Shenstone Parish Council Newsletter and website - forward plan

Members discussed and it was agreed that a 4-page edition could be printed in-house and distributed by members

Councillor Lynda Jones has volunteered to edit and co-ordinate this

All members to ensure that their photo and a brief report be provided to Cllr Jones/ Clerk BY FRIDAY 15TH NOVEMBER 2015

99 Date, time and venue of next Shenstone Parish Council Meeting;

- Next Meeting of Finance, NP and Legal Committee will take place on Tuesday 1st December 2015 at 5.30pm
- Next Meeting of the Parish Council will take place on Tuesday 8th December 2015 at 7.15pm at Stonnall Youth and Community Centre, Main Street, STONNALL
- **PLEASE SEND ANY AGENDA ITEMS FOR THIS MEETING TO THE CLERK BY NO LATER THAN WEDNESDAY 2ND DECEMBER**
- Parish Council Office will be closed from Wednesday 23rd December and re-opens on Tuesday 5th January 2016

SIGNED: Rita Chenevix Chairman Shenstone Parish Council

DATE: Tuesday 8th December 2015 at Stonnall Youth and Community Centre, Main Street, STONNALL at 7.15PM

All Councillors are reminded of their duty to consider all aspects of equal opportunities, crime prevention, unlawful discrimination and other best practice when making decisions at the meeting