



Shenstone Parish Council Meeting

Approved Minutes from Full Council Meeting of Shenstone Parish Council

MEETING HELD TUESDAY 13th OCTOBER 2015 AT 7.15pm - VENUE: SHENSTONE VILLAGE HALL

59 Register of Councillors in Attendance

List of Attendees: Cllrs Sheila Beilby (Stonnall & LA Ward), John Branch (Shenstone Ward), Mick Cox (Stonnall & LA Ward) Charles Fordham (LA & Stonnall Ward) Rita Hancocks (Shenstone Ward), Lynda Jones (Shenstone Ward) Val Neale (Stonnall Ward & LA Ward), Gail Nicholls (Stonnall Ward & LA Ward) , Neil Perry (Shenstone Ward) **David Salter - Chairman** (Shenstone Wood End), David Thompson (Shenstone Ward), Jean Wilson (LA & Stonnall Ward) **Clerk:** Susan Nelson **County Councillor:** David Smith (late arrival)

Members of the Public: 3

60 Apologies Received: Councillors Roy Boffy, Tim Cox, Elizabeth Hassall

Apologies for non-attendance - It is vital that Members who cannot attend a meeting let the Clerk know if good time to ensure a meeting can be cancelled if it will not be quorate/ Could Members please ensure that they register their apologies for non-attendance to any Committee or Full Council Meeting directly to the Parish Clerk by e-mail: admin@shenstone-staffs.gov.uk or telephone 01543 481 947

61 To receive Declarations of Interest on Agenda Items / As per register

Members were asked to report any Declaration of interest for agenda items covered at this meeting

No additional Declarations of interest apart from those declared on the official register were reported

62 Up to 15 Minutes of Public Participation

To provide parishioners with the opportunity to raise any relevant matters with Parish Council Members

Mr Skidmore raised further concerns regarding the condition of the grounds at the Lower Lawn Cemetery, Shenstone

Update: Meeting on site to be arranged with Mr Skidmore, the Grounds Contractor and Parish Clerk - ONGOING

63 Approval of Shenstone Parish Council Minutes from Meeting held Tuesday 8th September 2015 at 7.15pm

The Minutes from the Full Council Meeting of Shenstone Parish Council held on Tuesday 8th September 2015 were reviewed by Parish Council Members and the following items should be added

i) Reports provided from Neighbourhood Plan leads to be included in the September Minutes (Clerk)

ii) Latest draft for road traffic signage

iii) Neighbourhood Plans - Stonnall Plan a referendum date is awaited (ONGOING)

- Little Aston Plan

- Shenstone Plan - will go out for consultation from 9th to 20th November 2015

ACTION: Clerk to include omissions and reissue these Minutes for Members approval

64 Matters Arising from Minutes

i) **Shenstone Parish Council Office** - Clerk confirmed out of office message service is now available via Boldmere Computers

65 Lichfield District Council update report

i) **District and Parish Councillor Salter** reported to Members that at an extraordinary meeting of Lichfield District Council it was a majority decision that Lichfield District Council will not be joining the West Midland Combined Authority

66 Shenstone Parish Council website - Progress to date

Following review of other Council websites Members discussed the progress on the current Shenstone Parish Council website www.shenstone-staffs.gov.uk and concerns expressed that the style appears outdated. Following discussion:

RECOMMENDATION/RESOLVED: Members resolved that a line should be drawn under works undertaken so far to update the current Parish Council website and resolved to settle the account amount outstanding with current website provider and to inform him of Council intention to create a completely new site for the Council - something more stylish, punchy and current and to ask if he would consider undertaking this work on Council's behalf ACTION: Draft letter to be presented to Council for Approval / Councillor Salter confirmed that he is currently investigating the domain.gov.uk and .net - ONGOING

68 Play equipment inspections - All Wards

Playdale Play Equipment Inspection Team contacted

Play Equipment inspection fee is usually £195.00 (+VAT) per field – as three site inspections required at Stonnall, Shenstone and Little Aston they will reduce the rate to £150.00 (+VAT) per field.

Proposed: Councillor Sheila Beilby / Seconded: Councillor Mick Cox

RECOMMENDATION/ RESOLVED: Appoint Playdale Play Equipment Inspection Team to provide Annual Playing Field Inspections for 2015 at a charge of £150.00 (+VAT) per field ACTION: Clerk to cancel Lichfield District Council Inspections (confirmed)

69 Neighbourhood Plans - ALL WARDS REPORTS AND LATEST UPDATES

IF ANY NEIGHBOURHOOD PLAN UPDATES PLEASE E-MAIL TO: admin@shenstone-staffs.gov.uk

70 Report from Traffic Meeting held at Little Aston Village Hall on Tuesday 13th October (Cllrs RB and DS)

Traffic in Little Aston - Report to Parish Council, 13th October 2015 - AUTHOR: Councillor Roy Boffy:

In order to update residents on progress and to consider future activities, a meeting was convened for local residents on Tuesday 6th



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October at 5.30pm in Little Aston Village Hall. Although the time was not ideal, there was no other suitable accommodation available on that date. In the event, the meeting was attended by some 30 residents. In addition, Cllrs David Smith and David Salter were in attendance, accompanied by representatives of Lichfield Police and Tim Hemmingsly, Highways Officer, Staffordshire County Council. David Salter opened the meeting with an update on the activity of the Mobile Camera van. In 17 attendances over the last 18 months, there had been over 600 prosecutions and over 3000 warning notices issued. Further, additional sites had been identified as suitable for a Community Speedwatch initiative. Residents interested in participating in this scheme were advised to contact PCSO Brian Harbon in the first instance. Training would be organised when he had a group of about 8 volunteers.

David Smith followed with an update on the various other traffic issues, as follows:

1. Weight limits. The 7.5 ton weight limit on Rosemary Hill Road was in force and enforceable. It was very unlikely that a weight limit of 7.5 tons would be achievable for Little Aston Lane and Blake Street. These were both A class roads and both Birmingham and Walsall were likely to raise insuperable objections to any attempt to impose such limits. However, the existing 17 ton limit was in force and enforceable in an easterly direction along Little Aston Lane and Blake Street. The current limit was actually 18 tons though this did not affect the validity of the existing Order. On further inquiries, the reason for this one way restriction is not known and is unusual. David Smith has been asked to consider including a similar limit in the opposite direction in the consultation currently under way.

2. Hazardous crossing at Blake Street Station. The possibility of a refuge had been considered but was not a possible solution as the road was too narrow to accommodate this. Further consideration was being given to the construction of a hard standing at the junction with Station Approach. This would require the consent of Birmingham CC, which was thought unlikely to be refused. Further consideration was being given to the creation of hatched approaches to the railway bridge on Blake Street.

3. There was no further information on the issue of establishing a single speed limit throughout Little Aston.

4. Work to improve safety at the junction of Hardwick Road with Little Aston Park Road is scheduled to take place during this financial year. The costs of this scheme have been agreed to be met from the County Council budget, which is very welcome.

5. Consultation on restricting access to and/ or closure of the rural lanes along the Chester Road is under way.

Next steps:

1. Marisha Place, Community Liaison Officer of the Lichfield Neighbourhood Policing Team, reiterated her offer to send warning notices to vehicle owners identified by residents as using weight restricted roads. This would operate in a similar way to the Community Speedwatch initiative, perhaps under the Community Weightwatch logo - David Salter reported on a similar initiative in Little Hay which had yielded positive results. Volunteers were asked to identify themselves and appropriate training would be given.

2. An advisory/ consultative/ liaison group of residents was suggested to maintain contact with the appropriate authorities on progress towards dealing with the concerns raised in the Neighbourhood Plan. Volunteers would be sought and the role of such a body clarified.

71 Parish Council Financial Report - Councillor Sheila Beilby

Tuesday 13th October 2015 - Bank Balances:

NatWest Current Account: 81633.97
Co-Operative Community Direct Plus: 76307.59
Co-Operative Business Select: 16582.24
Co-operative Stonnall Neighbourhood Plan (NP) Account: 5010.78
Closed account 7616 - 0.21CR

Copy of Shenstone Tender Summary of Costs to September 2015 from Lichfield District Council

	Scheduled Annual Value	Value this Month	Value to date
	£	£	£
Shenstone	9,812.92	975.24	6,492.58
Stonnall	4,836.57	428.32	3,599.16
Little Aston	6,503.25	586.64	4,688.59
TOTAL COST	21,152.72	1,990.20	14,780.34

The above costs are net of VAT at 20%

72 Finance, Legal, Health and Safety Committee - Minutes from Meeting held Tuesday 6th October 2015

Draft Copy of Minutes from the Finance, Legal, Health and Safety Committee attached :

73 Review/Accept Terms of Reference for Finance, Legal, Health and Safety Committee of Shenstone PC (as amended at Finance and Legal Committee Meeting held on Tuesday 6th October 15)

74 Correspondence Received - See list attached main information covered during meeting

75 Pending/Ongoing Items - items awaiting further information and action

Arrangements to confirm new External Auditor for Shenstone Parish Council Accounts (Clerk)

Members Resolved: Toplis Associates will provide External Audit support to Shenstone Parish Council until 31st January 2016

Members Resolved: Be Inspired Accountants will be appointed to provide External Audit support to Shenstone Parish Council from 1st January 2016 - **Clerk to draft letters for Members approval**

Arrangements for Remembrance Services Sunday 8th November 2015 (Clerk)



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Details of services will be sent to all Members and volunteers confirmed as to who will represent the Parish Council at these services
Memorial wreaths to be purchased (donations to British Legion same as 2014) - details will be provided to Members for their confirmation **(Done)**

76 Shenstone Parish Council Newsletter - confirm forward plan

Chairman reported that no Member of the Parish Council has volunteered to work on, provide copy or edit the next Shenstone Parish Council Newsletter **ONGOING**

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

- Next Meeting of the Parish Council will take place on Tuesday 10th November 2015 at 7.15pm Little Aston Village Hall, Little Aston
- Next Meeting of the Neighbourhood Planning and Property Committee - Tuesday 3rd November 2015 at 5.30pm at the Parish Council Office, 25C Main Street, SHENSTONE
- PLEASE SEND ANY AGENDA ITEMS REQUIRED FOR NEXT MEETING TO THE CLERK BY WEDNESDAY 28th OCTOBER 2015
- Shenstone Neighbourhood Plan Drop-in session - Saturday 7th November 2015 - 9 to 11am, The Cooper Room, Shenstone

SIGNED: _____ Chairman Shenstone Parish Council 10th November 2015

DATE: Tuesday 10th November 2015 at Little Aston Village Hall, Little Aston - 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