



Shenstone Parish Council Meeting
Approved Minutes Shenstone Parish Full Council Meeting
Held Tuesday 9th June 2015 at 7.15pm
Meeting Venue: Shenstone Village Hall, Barnes Road, Shenstone

List of Attendees: Cllrs Sheila Beilby (Shenstone Ward), John Branch (Shenstone Ward), Mick Cox (LA & Stonnall Ward) Charles Fordham (LA & Stonnall Ward) Rita Hancocks (Shenstone Ward), Val Neale (LA & Stonnall Ward), David Salter (Shenstone Wood End) Jean Wilson (LA & Stonnall Ward)

Parishioners in Attendance: 3 (Register taken) **Clerk:** Susan Nelson

1 Declaration of Acceptance of Office - All Members

All Members were provided with appropriate forms to Declare their Acceptance of Office to serve as Councillors for Shenstone Parish Council, all completed forms to be returned to the Parish Clerk to be kept on file and also copied to Lichfield District Council

2 Apologies Received

Apologies received from Councillors Roy Boffy, Elizabeth Hassall and David Thompson

3 Declaration of Interest on Agenda items

New forms circulated to be completed by Parish Members and returned to the Parish Clerk
 3 declarations of interest on agenda items on this meeting agenda were offered by members

4 Up to 15 Minutes of Public Participation

Diamond Jubilee Allotments (DJAS): David Salter, Parish Council Chairman met on site with Members of the Society on Sunday 7th June where concerns regarding the height of structures (which has been debated for some considerable time now)

5 Approval of Minutes from Shenstone Parish Council Meeting held Tuesday 12th May 2015 (copy attached)

Amendments were requested as follows:

Agenda Item 9.ii Confirmed that Jill Street is no longer the Chairman of the Diamond Jubilee Allotment Committee and Cllr Elizabeth Hassall has resigned therefore David Salter (Parish Council Chairman) will arrange a site visit with Members - **ONGOING**

No further amendments requested

6 Matters Arising from Minutes

i)	Shenstone Neighbourhood Plan - update Chairman
i	
ii)	Despite attempts from both the Chairman and Clerk to ask that former Councillor Graham Jones contact them regarding the progress of the Shenstone Neighbourhood Plan (which he so successfully led) and what plans are required to complete the process unfortunately no contact has been made Chairman will contact Chris Bowden from Navigus to see if he can suggest a member of the Shenstone NP team to take a lead on this work
iii)	Diamond Jubilee Allotments site visit - update from Chairman
iv)	
v)	To confirm meetings for the review of the Parish Council Committee structure, number of members and frequency of meetings / should Parish Council Planning Committee be reinstated?
vi)	
vii)	Report received from Fire Officer Mark Burnside re Health and Safety concerns raised in Stonnall
viii)	Health and Safety concerns received from Stonnall Council Members were reported to Fire Officer Mark Burnside He investigated the area and confirmed that the locked gate reported does not compromise public safety as each unit has doors which open both at the front and at the back of the units which in the event of a fire would allow public to get outside into the open air Re locked gate - Officer Burnside is not sure who has responsibility for installing this but again reported that in his professional opinion it does not compromise any exits for the shop units
ix)	Report from Councillor Rita Hancocks re First Aid Training event at Shenstone Village Hall
x)	

7 Parish Council Co-option of New Council Members

8 To set Chairman's Honorarium for 2015 to 2016 term of office

9 To confirm Representation from Shenstone Parish Council to attend inaugural meeting of the Lichfield Rail Alliance to be held 5.30pm in Meeting Room 1 of the Guildhall, Bore Street, Lichfield on Tuesday 16th June 2015

Councillor Tim Cox confirmed that he will attend this meeting on behalf of the Parish Council and provide update report

10 Proposed changes to SCC (Staffordshire County Council) Mobile and Travelling Library Service - letter received 29th May 2015 (report attached)



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11 Parish Council photocopier - REVIEW UPGRADE PROPOSAL FROM OMEX (documents provided)

12 Finance Update - current Financial Report

13 Approval of Annual Year End Audit for Shenstone Parish Council 2014 to 2015

- i) Report received following meeting held with Toplis Associates
- ii) Completion of Grant Thornton Audit Return and sign off audit card
- iii) Review of External Auditor for 2015 to 2016

14 Correspondence received - report attached

15 Pending/ongoing items

- i) Parish Council website - Clerk
- ii) Community Defibrillator provision /Little Aston & Stonnall

16 Date, time and venue of next Shenstone Parish Council Meeting

Tuesday 14th July 2015 at 7.15pm - Little Aston Village Hall confirmed venue (query Committee Room or Main Hall Cllrs DS/JW)

August 2015 - No Parish Council Meetings held

Tuesday 9th September 2015 at 7.15pm - Stonnall Youth and Community Centre, Main Street Stonnall confirmed as venue

SIGNED: _____ **Chairman Shenstone Parish Council**

DATE: Tuesday 14th July 2015 at 7.15pm - **VENUE:** LITTLE ASTON VILLAGE HALL, LITTLE ASTON

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

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