

Minutes from Full Council Meeting of Shenstone Parish Council

MEETING HELD TUESDAY 9th February 2016 AT 7.15pm - VENUE: Little Aston Village Hall, Little

Aston Lane

143 Register of Councillors in Attendance: Cllrs Sheila Beilby, John Branch, Roy Boffy, Mick Cox, Tim Cox, Charles Fordham, Rita Hancocks (Acting Chairman), Elizabeth Hassall, Val Neale, Gail Nicholls, Neil Perry, David Salter (Chairman)-, David Thompson, Jean Wilson

Members of the Public: 0 (register available for view) **Clerk:** Susan Nelson

144 Apologies Received: Lynda Jones

145 To receive Declarations of Interest on Agenda Items for this meeting

As per register - no further declarations of interest received

146 Up to 15 Minutes of Public Participation (To provide parishioners the opportunity to raise any relevant matters with Parish Council Members).- No Members of the public in attendance at this meeting

147 Approval of Shenstone Parish Council Minutes from Meeting held Tuesday 12th January 2016 at Shenstone Village Hall

(copy attached) Proposed: Councillor Gail Nicholls Seconded: Councillor Rita Hancocks

A vote of all present taken and it was duly **RESOLVED: To Approve the Shenstone Parish Council Minutes from the Shenstone**

Parish

Council Meeting held on Tuesday 12th January 2016 at Shenstone Village Hall

148 Matters Arising from Minutes

DHP Church Lane, Stonnall - To approve the response from Shenstone Parish Council

Clerk confirmed that no objections have been raised from Members regarding this scheme, St. Peter's Primary School, Stonnall support the scheme / Feedback to date from Stonnall residents - 1 letter and 5 e-mail responses, stakeholder responses Police in support Parish Council and Lichfield District Council still to respond. A poll of all Members taken and approval was unanimously approved.

ACTION: Clerk to contact Tim Heminsley and County Councillor David Smith with Parish Council Response (Clerk confirmed Action taken)

Minute Reference 129: Confirm Councillors Hancocks, Cox and Mrs Jean Coton have confirmed that they will serve on a Lower Lawn Cemetery Committee for the Churchyard at St. John's Church, Shenstone - 2 further Members would be welcome

Details of first meeting to be agreed

149 Lichfield District Council Update - Councillors Hassall and Salter

Councillors Hassall and Salter had no matters to report

150 Staffordshire County Council Update Report - Councillor Smith not in attendance at this meeting ./will request report

151 Parish Council Precept 2016 to 2017 - Precept details attached

LOCAL PRECEPTING AUTHORITIES

2016-2017 PRECEPT PARISH/TOWN COUNCIL: Shenstone Parish Council / To the Billing Authority, Lichfield District Council

The above mentioned Parish/Town Council request Lichfield District Council to include the Precept of £150,000.00 in the Billing Authorities Budget requirements for the financial year beginning 1st April 2016.

PARISH PRECEPT ANALYSIS 2016/17

Type of Expenditure	Amount £	Comments
Administration	60000	Includes media, website, newsletter
Community Halls	16000	
Recreation Grounds	30000	Includes street cleansing
Burial Grounds	17000	Trees Maintenance
Allotments	0	
Footpath/Lighting/Maintenance	3000	
Bus Shelter	2000	
Play Equipment	0	
Capital Finance	0	
Election Expenses	0	
Donations/Community Funding	15000	Includes Library
Audit Fees	2000	
Traffic Calming	5000	
Other:	0	
Income	150000	
A-PARISH PRECEPT	150000	
B-Council Tax Support Grant	10029	

C-Precept reduced by Grant(A-B)	139971	
D-Council Tax Base	3437.80	
BAND D (C/D)		

Councillor Sheila Beilby provided Members with an update of how the Precept figures were calculated
Councillor David Thompson (on behalf of the Parish Council) thanked Councillor Beilby for the work she has undertaken to provide this information **RECOMMENDATION/RESOLUTION: Shenstone Parish Council to request a Precept figure of £150,000 for FY 2016 to 2017**

152 Shenstone Library Update

A meeting of interested parishioners was held on Saturday at Shenstone Library with volunteer co-ordinator Ian Burley. Members were pleased with the response and number of attendees - the meeting was ran as a general drop in and chat and a further Library meeting will take place on **Wednesday 23rd March 2016 at 7.30pm at SHENSTONE VILLAGE HALL**, flyers are being circulated to all local organisations

Ben Adams (the Cabinet Member for Learning and Skills met with Councillors Lynda Jones, Rita Hancocks, David Salter, Jean Wilson and Charles Fordham at the Parish Council Office on 2nd February after the Finance, Legal, Health and Safety Committee,

153 Neighbourhood Plans - ALL WARD REPORTS AND LATEST UPDATES

Little Aston Neighbourhood Plan Referendum 25th February 2016 Vote at: Little Aston Village Hall Between 7.00am and 10.00pm

Your choice For two years we have been working to prepare a Neighbourhood Plan for Little Aston. There have been several community meetings and exhibitions and at each stage residents have been consulted on their views on what they see as the future of our community.

Consultation Following the final consultation the proposals were submitted to an independent Examiner who agreed that subject to modifications it could proceed to referendum. This was subsequently agreed by Lichfield District Council. If it is approved by the community at referendum the Little Aston Neighbourhood Plan can be adopted to form part of the Local Development Plan for Lichfield District.

The vision for the Neighbourhood Plan What you asked for....

- Little Aston to remain an attractive, affluent suburb with high quality housing and a pleasant, leafy environment.
- Any new housing will have been restricted to infill developments and be of a similar density and character to neighbouring properties.
- A possible Community Hub on the land to the North of Little Aston Lane if funding can be obtained from a variety of local and national sources to allow development to proceed,
- A circular cycling/walking/jogging/horse-riding route for recreational purposes
- The existing traffic issues, pedestrian safety and traffic calming measures to be addressed

Support If supported by a majority of the community that vote, it will influence the way Little Aston progresses, how we propose to meet the needs of the community and in informing decision making for development.

The Question The referendum will ask if you wish the plan to be a material consideration on any planning applications in the future.

If you approve the Little Aston Neighbourhood Plan it will form part of the Lichfield District Council's Development Plan.

Where can I see the details of the plan? The Little Aston Neighbourhood Plan is available to view on the District Council's website at <https://www.lichfielddc.gov.uk/Council/Planning/The-local-plan-and-planning-policy/Neighbourhood-plans/Little-Aston-Neighbourhood-Plan.aspx> or in hard copy at the District Council Offices, Shenstone Parish Council Offices and Shenstone Library.

The decision is yours - Vote in your referendum 25th February 2016 between 7.00am and 10.00pm Little Aston Village Hall

Stonnall Neighbourhood Plan - Referendum 25th February 2016 between 7.00am and 10.00pm Stonnall Youth and Community Centre

Copy of 'Our Village' Stonnall Neighbourhood Plan Referendum appended to these Minutes

154 Neighbourhood Plan Publicity - Lichfield Gazette Update

Clerk advised Members that the Lichfield Gazette has ceased trading, therefore the existing Parish Council arrangement with the Gazette to distribute Newsletters, flyers etc alongside their monthly edition will no longer be available

Clerk has made contact with the former editor who advised that he will still be able to co-ordinate printing and delivery for the Parish Council as required and will print the Neighbourhood Plan details for Little Aston and deliver to all households and a cost of £205.00 incl

RECOMMENDATION/RESOLVED: Members approved price of £205.00 inclusive for print and delivery to all Little Aston households of the Little Aston NP flyers

155 Finance, Legal, Health and Safety Committee - Minutes and Recommendations from Meeting held Tuesday 2nd February attached

Please see **Agenda Item 157 below for full details of Community Grants recommended by the Finance, Legal, Health and Safety Meeting held on Tuesday 2nd February 2016**

156 Finance Update Bank Balances at 8th February 2016

Current SPC - £43,655.62 Stonnall NP - £5010.78 Coop Deposit - £71,290.87 Coop Savings- £16,582.24 STNP Acc 616 - £0.21p

157 Community Grant Funding to approve recommendations made from the Meeting held on Tuesday 2nd February 2016

Members to approve expenditure of circa £7500.00 for Community Grant Fund Awards 2016 FULL DETAILS FOLLOW:

RECOMMENDATIONS MADE BY THE FINANCE COMMITTEE TO FULL COUNCIL FOR APPROVAL

Emergency Grant Fund Request	
Shenstone Playing Fields Management Committee Severe wind damage to roof on Sports Pavilion building	£343.00
RECOMMENDATION/ RESOLVED Shenstone PC to Fund £343.00 to Shenstone Playing Fields Committee for emergency repairs to Pavilion roof caused by high winds	
HM Queen Elizabeth II 90th Birthday - £500 towards each Ward to host celebration events	

RECOMMENDATION / RESOLVED £500 towards event costs for celebration of HM Queen Elizabeth II 90 th Birthday to be made available to all Wards from the Parish Council	£500.00 P/Ward
STONNALL WARD UPDATE - Cllr Sheila Beilby	
RECOMMENDATION/ RESOLVED : - £280.00 previously approved for purchase by Parish Council of Time-Capsule for Stonnall Ward NP Event has been purchased and received (Cllr SB)	£280.00
Community Grant Application Requests 2016 to 2017	
1. Sisters Hospitallers, Fotherley Hall - to replace outdated/damaged activity equipment for those with dementia or sensory loss - Total Cost: £960.27	£960.27
RECOMMENDATION/ RESOLVED: Shenstone Parish Council to fund total cost of £960.27 Subject to Resolution Clerk to advise Fotherley Hall that if PC can place order directly for this purchase relieving VAT element - Ongoing	£960.27 Query VAT ?
2. Stonnall Scout Group - to provide funding towards improvements to the stretch of grass verge adjacent to the public footpath in front of the shops in Main Street Stonnall /2 benches £249.99 each and £39.99 hard anchor kit	£579.96
RECOMMENDATION/ RESOLVED: Subject to proof provided to Parish Council that landowners are in approval of the locations the benches are to be placed and have provided written permission	ONGOIN G
3. Little Aston Tennis Club - Replace lines on top two courts - Total Cost £925 - seeking Grant funding of £700.00	£700.00
RECOMMENDATION/ RESOLVED: Shenstone Parish Council to grant fund £350 towards this project	£350
4. St Peters Church - Stonnall - Renovation of small kitchen in the church - supplying and fitting a new sink with water heating system to reduce hot water costs, to cover and half tile existing wall with safe surface seek Grant Funding of £1000	£1000
RECOMMENDATION / RESOLVED: Members approved renovation and recommended grant funding of £1000	£1000
5. Stonnall Village Hall - Replacement and refurbishment of ladies and gents toilets Total cost of project £8210.00 + VAT - amount requested from Parish council £1000	£1000
RECOMMENDATION/ RESOLVED Members approved to Grant Fund £1000 toward refurb of toilets at Stonnall Village Hall	£1000
6. Stonnall Gardeners Club - costs to celebrate Queen's 90 th Birthday, costs towards entry in Best Kept Village Competition - provision of two large plant containers and hanging baskets throughout the village and £400 for new projector	£650.00
RECOMMENDATION / RESOLVED: Members approved Grant Fund £150.00 for plants/No funding for Projector	£150.00
7. Lyn and Stonnall Conservation and Historical Society - assistance towards payment of rent for the use of the Youth and Community Building for 9 evening meetings in 2016 to host educational talks to benefit members and visitor Total Cost £198 request £150 NOTE: Shenstone Parish Council do not grant fund room hire or rents	£150.00
RECOMMENDATION / RESOLUTION-- No Grant Fund made	£0.00
8. Stonnall Youth and Community Centre - To redecorate Stonnall Youth and Community Centre, a capital expenditure - to redecorate the interior to make it more appealing for potential hirers of the hall Total Cost £1090 amount requested from Shenstone PC - £600.00	£600
RECOMMENDATION/ RESOLUTION: Members approved to Grant Fund £600.00	£600.00
9. Trinity Methodist Church, Shenstone - To purchase a Projection Screen for benefit of users of rooms which are available for local groups to hold events and upgrade of storage facilities Projection Screen £135 2 storage cupboards - £280 inclusive vat - TOTAL REQUEST: £415 NOTE: Councillor David Salter offered to supply a projector screen if is suitable	£415
RECOMMENDATION / RESOLUTION Members approved to Grant Fund £415.00	£415
10. Shenstone Cares Elderly Support Group - To sustain current support for the elderly and housebound in the village in order to provide them with opportunity for outings, shopping, socialising TOTAL £1750 to maintain the minibus	£500.00
RECOMMENDATION / RESOLUTION Members approved to Grant Fund £500.00	£500
11. Shenstone Day Care Centre - For works towards Transport costs Total expenditure anticipated to cost between £6,500 to £9,000	£1000
RECOMMENDATION / RESOLUTION: Members approved to Grant Fund £500.00	£500
12. Shenstone Village Hall Management Committee - Funds requested for works to be done to ensure Village Hall Entrance meet safety standards	£1000
RECOMMENDATION: / RESOLUTION: Members to approve Grant Fund £1000	£1000

13. Fotherley WMC - Emergency Grant Fund to be provided to Organisation	ONGOING
Councillor Rita Hancocks to contact Club Contact Issy for further information to present to Full Parish Council Meeting for review on Tuesday 8th March 2016 at 7.15pm - Little Aston Village Hall	RH
ACTION TO BE TAKEN: Councillor Hancocks to arrange meeting and report to Full Council	ONGOING
Vandalism and replacement of vandalised bins at Stonnall Playing fields - Update Cllrs SB/CF	
i)	Litter Bins - Councillor Charles Fordham has reviewed Insurance and clarified that Shenstone Parish Council as Custodian Trustee of the Playing Fields is not in a position to seek cover from SPC Insurance
ii)	Councillor Sheila Beilby has met with LDC to source costs of refurbished bins for the site and requested the following: 3 x Green Litter Bins (refurbished) at a cost of £150.00 each - TOTAL: £450 1 x Dog Litter Bin at a cost of £295.00 - TOTAL: £295 REQUEST SHENSTONE PARISH COUNCIL FUND £745.00 to replace and install new bins (Confirm that concrete bases to place the bins are covered within the prices shown above) RECOMMENDATION: Councillor Rita Hancocks SECONDED: Councillor Jean Wilson RESOLUTION: SHENSTONE PARISHCOUNCIL TO FUND Stonnall Playing Fields MC £745.00 towards replacement of 3 litter bins and 1 dog litter bin to replace vandalised equipment Councillor Beilby thanked council and advised that the concrete bases to place these bins will be provided by supplier free of charge.
158 Standing Order Review - to create a task group and set initial meeting date	
Task Group Volunteers: Councillors David Salter / Sheila Beilby / Gail Nicholls to review the Parish Council Standing Orders / ONGOING: Meeting Date to be arranged	
159 Richard Cooper Room - Approval of revised Constitution (Copy attached) Presented by David Salter - Chairman of Shenstone Parish Council & Members of Cooper Room Committee Members to review revised Constitution and consider approval at next Full Council Meeting - ONGOING	
160 Parish Council Newsletter future - In light of the current position with our existing printer Councillor Elizabeth Hassall will speak to staff at LDC to see if any assistance can be provided to the Parish Council from their print and design team to assist with communications and newsletters- ONGOING	
161 Planning Stonnall Planning Application with Lichfield District Council; 15/01141/FUL, to demolish Lanes garage and the adjacent derelict house on the Chester Road, and to build 5.new properties - Still awaiting determination - Councillor Hassall will seek update from LDC	
162 Correspondence received - Main Items covered in agenda	
163 Pending/Ongoing Items /Late Items	
<ul style="list-style-type: none"> Confirmation that Gritting Services will continue in Shenstone/Little Aston and Stonnall - and ongoing throughout the winter 	
Wall Island: Councillor Salter	
A meeting was held at Pinfold Road Traffic Island on the A5127 with Highways Representative Tim Heminsley about concerns raised regarding foliage and road markings.	
Parish website: Louise Branch - Report provided by David Salter -(DAVID PLEASE PROVIDE DETAILS - SN)	
Queen Elizabeth II 90th Birthday Celebrations - The Parish Council has approved a donation of £500 per each Ward to mark the 90 th Birthday of Her Majesty the Queen Elizabeth II	
<ul style="list-style-type: none"> Stonnall: Will be holding a celebratory event on the Stonnall Playing Fields - a Time Capsule has been purchased and remaining funds will go towards the costs of the celebration Shenstone: As yet no information received Little Aston: RECOMMENDATION: The Annual Party in the Park is taking place on July 9th and the LARGA Committee have requested that the £500 funds be put towards a bespoke picnic table which will have images and description of wildlife which inhabits the area - this project was well received and Members: Proposed: Councillor Cox Secoded: Councillor Beilby - Following vote Members RESOLVED: For LARGA to utilise £500 grant funding towards purchase of bespoke educational picnic table 	
Chairmanship of Shenstone Parish Council 2016/2017: Councillor Salter asked all Members to consider applying for the role of Chairman to Shenstone Parish Council as his term of office comes to an end in May 2016 - Members can contact the SLCC/Clerk for further information	
Shenstone Parish Council Annual Parish Meeting Arrangements - 2016 AGM will be held in Little Aston in May - Clerk to confirm venue availability - ONGOING	
164 Date, time and venue of next Shenstone Parish Full Council Meeting	
Date, time and venue of next Shenstone Parish Council Meeting - Tuesday 8th March 2016 at 7.15pm - Venue: Stonnall Youth and Community Centre, Main Street, STONNALL	
Date, time and venue of next Neighbourhood Planning and Property Committee - Monday 29th February 2016 at 6.30pm - Shenstone	

SIGNED: _____ Chairman - Shenstone
Parish Council

DATE: Tuesday 8th March 2016

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