



Shenstone Parish Council

Serving Little Aston, Shenstone, Stonnall, Lynn, Fotherley and Little Hay

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APPROVED MINUTES SHENSTONE PARISH FULL COUNCIL MEETING	
From meeting held on Tuesday 13th June 2017 at 7.15pm Venue: Shenstone Village Hall	
28.i	Register of Members in attendance Councillors Rita Hancocks (Chairman), Lynda Jones, Sheila Beilby, Mick Cox, Tim Cox, Charles Fordham, Elizabeth Hassall, Gail Nicholls, Val Neale, Neil Perry, David Salter, Jean Wilson
28.ii	Apologies received - Councillor David Thompson
28.iii	Declaration of Interest on Agenda Items On matters to be discussed on this agenda - Members should consider whether they should participate in any discussion or vote on the matter unless they have a dispensation No additional declarations received
29	To accept the Minutes of the last Full Council Meeting held on Tuesday 9th May 2017 at Stonnall Youth and Community Centre / Draft Minutes attached for Members review
30.i	Matters arising from Minutes
30.ii	Appointment of Cllr Tim Cox as Vice Chair
i)	Cllr Jean Wilson expressed her dissatisfaction that the recent co-option process of the advertising for co-option of a Councillor which did not follow the process that was discussed at the Full Council Meeting held in May 2017
ii)	Election of vice-Chairman Shenstone Parish Council 2017 *this item carried over from May 2017 Meeting Clerk requested that any Members who wished to apply for the post of vice-Chairman to Shenstone Parish Council for the 2017 to 2018 term of office should make their intention known Councillor Tim Cox confirmed he would like to apply for the post , no further applications received Proposed Councillor Neil Perry Seconded: Councillor Mick Cox Following a vote of Members present it was RESOLVED: Cllr Tim Cox to serve as Vice-Chairman to Shenstone Parish Council for 2017 to 18 term of office
31	Public Participation (if required) <ul style="list-style-type: none"> Stonnall Parishioner Valmae Hassall thanked Shenstone Parish Council for their grant support towards the Stonnall entry for the Best Kept Village Competition 2017, judging is taking place in May and June and Stonnall is ready, all notices are up, bus shelters have been creosoted, planters are blooming. SPC Chairman Councillor Hancocks thanked all the volunteers who have been involved in this initiative and wished them every success in the competition
32	Co-option of Little Aston & Stonnall Ward Councillor 2017 to 2018 term - Nicholas Smith <ul style="list-style-type: none"> Nick introduced himself to Members with a brief summary report; he has lived in Little Aston for over 20 years, is a keen cyclist who regularly cycles around the three Wards which are located in Shenstone Parish Council - , Shenstone, Little Aston and Stonnall. He has a degree in Law and has a keen interest in researching sustainable renewable heating options and how to reduce our carbon footprint and confirmed that he would like to be more involved in community groups within the parish As Full Council Meetings are held on the second Tuesday of each calendar month (except August) Councillor Salter asked if that would pose any attendance problems? Nick confirmed he would be available to attend Full Council meetings which are held on Tuesdays As no further applications have been received Councillor Tim Cox PROPOSED: that Nicholas Smith be considered to take up the post of Parish Council Member for Shenstone Parish Council PROPOSAL SECONDED BY: Councillor Gail Nicholls RESOLVED: Nicholas Smith be appointed to serve as a Councillor to Shenstone Parish Council with immediate effect ACTION: Clerk to request full details and inform Lichfield District Council accordingly - ONGOING
33	To appoint Members to the following Committees (item carried over from 9th May Mtg due to lack of time) Confirm that the appointment to be recorded at the first meeting of each new committee
	i) Neighbourhood Planning and Property Committee Cllrs: Val Neale, David Salter, David Thompson, Nicholas Smith, Jean Wilson
	ii) Finance, Legal, Health and Safety Committee Cllrs Sheila Beilby, John Branch, Charles Fordham, Rita Hancocks, Gail Nicholls, David Salter, David Thompson Jean Wilson
	iii) Employment Committee Cllrs: Sheila Beilby, Rita Hancocks, David Salter, David Thompson, Jean Wilson

	iv) Delegated Powers - COMMITTEE STRUCTURE TO BE CONFIRMED - Cllr David Salter to lead															
34	<p>To appoint Members to outside bodies - this item carried over from 9th May Meeting due to lack of time</p> <ul style="list-style-type: none"> • Lammas Land - Councillor David Thompson (2 further vacancies) Chairman Richard Partridge • Little Aston Recreation Ground Association - Councillors Jean Wilson, Charles Fordham, David Salter • Little Aston Village Hall Committee - No applicants received - contact Richard Paxton • Shenstone Lower Lawn Cemetery - Councillor Rita Hancocks, Mick Cox and David Thompson • Shenstone Playing Fields - Councillor John Branch • Shenstone Village Hall - Councillor Rita Hancocks • Richard Cooper Rooms, Shenstone - Cllrs Rita Hancocks and David Salter • Stonnall Playing Fields - Councillors Gail Nicholls, Sheila Beilby, Val Neale, Elizabeth Hassall • Stonnall Village Hall - Councillor Sheila Beilby • Stonnall Youth and Community Centre - Councillors Mick Cox and Val Neale • Insurance Expertise SPC and all Community Groups - Councillor Charles Fordham • Standing Orders To advise any revisions/amendments/removals/ACTION: to be considered at next Full Council 															
35	<p>To receive Reports from District and County Councillors</p> <ul style="list-style-type: none"> • District Councillor Elizabeth Hassall provided members with Planning Update (EH pls provide rpt) • District Councillor David Salter reported that as from January 2018 a cost from LDC may be introduced for the emptying of brown bin - (DSAL please provide report) • Councillor Hancocks asked for update on Friarsgate and was advised that no further info available • Staffordshire County Council - Chris Pincher was successful in retaining his post as member of Parliament 															
36	<p>Minutes of Finance, Legal, Health and Safety Committee Meeting held Tuesday 30th May 2017 at Cooper Rooms, Main Street, Shenstone - Draft Minutes to be presented to Members for approval</p>															
37 i)	<p>Shenstone Parish Council Current Financial Position CONFIRM THIS SN !</p> <table> <tr> <td>Co-op 2761</td> <td>-</td> <td>£68097.54 CR</td> </tr> <tr> <td>Co-op 7453</td> <td>-</td> <td>£93627.21 CR</td> </tr> <tr> <td>Co-op 2115</td> <td>-</td> <td>£25588.56 CR (which includes £12,000 VAT return)</td> </tr> <tr> <td>NatWest</td> <td></td> <td>£51167.80 CR</td> </tr> <tr> <td colspan="3">BALANCE AVAILABLE: £168,783.52</td> </tr> </table>	Co-op 2761	-	£68097.54 CR	Co-op 7453	-	£93627.21 CR	Co-op 2115	-	£25588.56 CR (which includes £12,000 VAT return)	NatWest		£51167.80 CR	BALANCE AVAILABLE: £168,783.52		
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37.ii)	<p>Stonnall Neighbourhood Plan Account -- BALANCE AVAILABLE £5001.00 CR</p> <p>Members asked how this money could be utilised? - Cllr Sheila Beilby confirmed that it was for residents of Stonnall to put forward a project for funding which will benefit the parishioners of Stonnall - ONGOING</p>															
38	<p>Neighbourhood Planning and Property Committee Meeting Update</p> <p><u>NP&P Committee Meeting due to take place on Tuesday 25th April 2017 was cancelled.</u></p> <p>Next NP&P Meeting now confirmed Tuesday 27th June 2017 at 5.30pm at the Parish Council Office</p>															
39	<p>Projects and Contracts - this item deferred from Full Council Meeting held 9th May 2017</p>															
i)	<p>Extension or Closure of Shenstone Lawn Cemetery (Cllrs M Cox and D Thompson) - this item deferred from Full Council Meeting held 9th May 2017</p> <ul style="list-style-type: none"> • Councillors Cox and Thompson reported that a meeting has been held on site with the District Valuer and that we are currently waiting for his report regarding the valuations of land/gardens which will be presented to Council once received to assist with the forward plan of action • Whilst at the site they have noticed that there is a large crack in lower lawn cemetery wall which will need to be repaired . • Councillor Beilby reported to members that following advise taken from Viv Evans the Parish Council has no legal obligation to provide additional space and a location, this should be passed on to Lichfield District Council • CONFIRMATION: If alternative land is available then the Shenstone Lower Lawn Cemetery situated on St. John's Hill Shenstone will be closed / Councillor Thompson requested that this matter be deferred for further discussion at the next Full Council Meeting to be held on Tuesday 11th July 2017 at Little Aston Village Hall, Little Aston - ONGOING 															
ii)	<p>Shenstone Parish Council Grounds Maintenance Contract Update (Cllr D Thompson) - this item deferred from Full Council Meeting held 9th May 2017 -ACTION: To next Full Council Meeting Tuesday 11th July</p>															
40	<p>Update - Review of Standing Orders</p> <p>Revised version of Standing Orders to be circulated to Members for review - Cllrs Nicholls and Salter Members to report any amendments required</p>															

41	Finance Approve Financial Statements for y/e 31st March 2017 (as reviewed by Finance Committee 30th May) - report attached
42	Complete and approve Annual Return for y/e 31st March 2017 (as reviewed by Finance Committee 30th May)
43	i) Council Response to LDC proposal to build homes in Shenstone at Millbrook & Pumping Station (Cllr DT) ii) Councillor David Thompson request to represent Shenstone Parish Council at the SCC Quarry Meeting
44	Council to consider paperless meetings - Cllr G Nicholls insufficient time to discuss at May Full Council meeting. Decision to reduce the amount of paper as much as possible.
45	Concerns raised regarding parking issues Stonnall - Reports received Cllr V Neale
	i) Would it be possible to have one side only parking between Church Lane and Wallheath Lane? There are constant safety issues with cars parked on both sides, not only at school starting and finishing times. It is a bus route, and is used by many delivery vans, lorries carrying building materials etc. for traffic travelling towards Chester Road, there is a blind bend at Church Lane junction i.e. traffic appears in the centre of the road, when you are half-way up this section. Parking on one side only would relieve this problem to some extent. Resolved: not a Parish Council matter.
	ii) Where there is permanent street parking between the Old Swan and opposite the Playing Field entrance, coming from the Chester Road, on the left, there are many problems about just whose road is it. Some traffic will be speeding, which makes it even more dangerous, when they will not give way. In addition, the exit view is completely blocked for those houses opposite the shops. We need alternate right of way, but chicanes would help this problem.
46	Planning Applications - Council to consider applications received
	Application Number: 17/00618/FUL - Demolition of conservatory and erection of single & two storey side and rear extension to form kitchen, dining room, family room, bedrooms and en-suite
	Application Number: 17/00403/FUL -Extension of front garden to create turning/parking area and erection of new boundary wall
47	Request for Grant Funding towards public liability insurance for Shenstone Library Volunteers (Cllr RH /LJ) £740.00 requested
	Councillor Beilby requested that an Community Grant Fund Application Form be completed and returned to Full Council for consideration - ONGOING
48	Parish Council review - using a gov.uk e-mail address - Resolved: Cllr Salter to investigate.
49	Correspondence received
	i) Request received for future permission to be buried in the Shenstone Lower Lawn Cemetery The applicant does not live within Shenstone Parish Council Boundary and the Parish Council does not accept future applications therefore this request is not permissible. ACTION: Clerk to inform applicant with details - SN CONFIRMATION CORRESPONDENCE SENT
50	Acceptance of Resignation of Parish Clerk/ Recruitment of New Parish Clerk - update and timetable
	<ul style="list-style-type: none"> Members confirmed that they have received and accepted the resignation notice received from Sue Nelson who has served as Parish Clerk and RFO to Shenstone Parish Council for the past 10 years Clerk official leaving date confirmed as: Friday 30th June 2017 (as advised Cllrs RH/SB) Employment Committee to commence recruitment for new Clerk as a matter of priority Employment Committee to contact Job Centre online government gateway
51	Date, time and venue of next Shenstone PC Meeting -
	Tuesday 11th July 2017 at 7.15pm - Little Aston Village Hall, Little Aston Lane, Sutton Coldfield, B74 3UF

END

Rita Hancock

Signed (Parish Council Chairman)

Date: Tuesday 11th July 2017