



SHENSTONE PARISH COUNCIL

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APPROVED MINUTES OF FULL COUNCIL COMMITTEE MEETING TUESDAY 8th May 2018 **SHENSTONE VILLAGE HALL at 7.15pm.**

1. Register of attendance: Cllr Rita Hancocks (Chair), Cllr Sheila Beilby, Cllr Jean Wilson, Cllr David Salter, Cllr Gail Nicholls, Cllr Tim Cox, Cllr Val Neale, Cllr Neil Smith, Cllr Charles Fordham, Councillor Nicola Macdonald.
District Councillor Brian Yeates. County Councillor David Smith.
Shirley O'Mara (Parish Clerk & RFO).
Mrs Nicky Onions, Mrs Emma Redfern, Mr Robin Stubbs & Mr Richard Smith
2. Apologies received from Councillors David Thompson, Mick Cox & Stuart Jones, John Branch.
3. Public Participation.
Mrs Emma Redfern & Mrs Nicky Onions of Stonnall spoke with great concern of the traffic problems in Stonnall with Mrs Redfern focusing specifically on the issues facing Cartersfield Lane & Mrs Onions from a Speed Watch perspective. An abbreviated summary of their comments is attached.
Cllr Gail Nicholls stated that she agreed with everything that had been said. Cllr Salter explained that he had approached Staffordshire Safer Roads Partnership who have carried out speed checks within the 30 zone and confirm a speeding problem. However, there needs to be a minimum of .4K distance between a change of speed gateway and a camera site but the 30 zone is only .2K in length. Speed devices need to be visible at 100metres.
Cllr David Smith briefly explained a County/Police traffic project for the collaborative purchase of Speed Display Indicators which could be used as a deterrent to those speeding.
Mrs Redfern suggested speed cushions or chicanes'.

Mr Robin Stubbs & Mr Richard Smith were present to seek clarification & support on the recently issued "Lichfield District Local Plan Review 2020-2036: Scope, Issues and Options document". Cllr Salter confirmed that an area probably suitable for housing has been identified between Blake Street Station, Chester Road & Fotherley.

Cllr Salter then quoted from the "Position Statement" issued by LDC to accompany the Birmingham Development document on their web-site.

For the avoidance of doubt, this is an independently prepared, objective study and not a Policy statement. It does not in any way commit the participating authorities to development of any of the geographic areas referred to (nor does it exclude the testing of alternatives), but it is a thorough evidence base to take matters forward through the local plan review process.

CLLr Salter stated that the "Save our Shenstone" campaign has been very successful and should be extended. CLLr Smith was also very happy to support & suggested District and County get involved.

4. Election of Chair & Vice Chair.

Votes were cast & Councillor David Salter was elected as the new Chairman of Shenstone Parish Council. As there was only one nominee for the position of Vice Chair, Councillor Sheila Beilby was confirmed in the role.

Before handing over duties to the new Chairman, Councillor Rita Hancocks gave a parting Speech (attached) & gave her best wishes to the new Chairman.

Councillor Salter thanked everyone for their confidence and expressed his wish to continue the excellent service of his predecessor.

5. Declarations of Interest.

CLLr Fordham expressed a non pecuniary interest in Item 15.

6. To accept and confirm minutes of the last Full Council meeting on Tuesday 10th April 2018. These were duly approved and signed.

At this point item 17 was pulled forward to enable County Councillor David Smith to address Council before his attendance at another meeting.

He stated that the problem of traffic in our villages is becoming a greater and greater concern and that he proposes that Parish Councils come together to look at traffic calming, particularly signage. He requested that his proposal be agreed in principle in order to move things forward. CLLr Nicholls expressed her uncertainty of the benefit of the proposal and that any agreement would automatically precede a contract. CLLr Salter recapped an email from CLLr Smith not asking for a financial commitment, just involvement in discussions as to the way forward.

CLLr Salter asked if Council were willing to support the project and CLLr Nicholls stated that she thought this was a matter for Highways and not the Parish Council. CLLr Salter then confirmed that the Parish Council does have the power under the Highways Act 1980, section 274A. CLLr Beilby said that as no actual money is proposed at this point she would agree in principle. This was then put to a vote & agreed in the majority though with continued reservations from CLLr Nicholls. Involvement in discussions as to the way forward was agreed with Shenstone Parish Council joining the group.

CLLr Smith offered his thanks and suggested that due to the size of the Parish Council a Member of each ward should sit on the working group.



7. Clerks report on matters outstanding from minutes of last meeting Tuesday 10th April 2018.
 - (i) Update on sale of land at Eastridge Croft- contracts being exchanged.
 - (ii) Quotes for repair to Lower Cemetery Wall- contact details for builders being forwarded by English Heritage.
 - (iii) Community Clear up Day June 30th. Posters are now up on the noticeboards & on the website. Also printed in the Parish Magazine & the Summer Newsletter.
Approval was granted to purchase 20 litter pickers at a cost of £9.91 each and ten hoops at £7.10 each.

8. To Elect Members to the following committees:
Neighbourhood Planning & Property
Finance, Legal, Health & Safety
Employment Committee
Lawn Cemetery Committee
Lammas Land .
Members were duly elected as per the attached committee structure.

9. To Elect Members as representatives on Outside Bodies:
Shenstone Village Hall
Shenstone Playing Field
Richard Cooper Room
Stonnall Village Hall
Stonnall Youth & Community Centre
Stonnall Playing Field
LARGA
Little Aston Village Hall
Staffs Parish Council Association
Members were duly elected as per the attached committee structure.

10. Chairs Honorarium.
Councillors agreed an allowance of £1250 for the Chair of the Parish Council in order to undertake official business.

11. To receive reports from District and County Councillors.
Cllr Yeates re-confirmed that there is nothing at all agreed with regard to the Lichfield District Local Plan Review and that when anything is proposed District will argue the case.
Being aware is being prepared.
Cllr expressed thanks for the invitation to attend the meeting.

12. Finance.
 - (i) To consider the internal audit report 2017/18
 - (ii) To consider the annual governance statement 2017/18 and approve it.
 - (iii) To consider the accounting statements 2017/18 & approveAll items fully shared and unanimously approved by Council. The annual governance statement and the accounting statement were signed by the Chairman.
(attached)



Cllr Beilby requested that her thanks to the Clerk/RFO on achieving the internal audit so well and so quickly be minuted.

April expenditure was confirmed & May expenditure approved (attached).

Latest banking position as at 8th May 2018:

CO-OP main account: £185,467.15 CO-OP reserve account: £33,650.57

Nat West current a/c: £25,538.56 Nat West reserve: £75,021.78

The Nat West reserve account is now to be considered the earmarked funds for the development of a new cemetery.

There is still £11,040 in the Stonnall Neighbourhood Plan & a discussion took place regarding spending some of the monies on traffic calming measures in the village. It was agreed to agenda this for discussion at next month's meeting.

A vote was taken on moving all of the funds in our CO-OP accounts to Unity Bank and this was unanimously approved.

Confirm next Finance meeting Tuesday 26th June 2018 6.00 Richard Cooper Room, Shenstone

13. Planning applications.

All planning applications (attached) were approved. The Clerk updated Council that application 01327 Former Ash & Lacey pressings has been approved on appeal. Application 17/010561 St Johns Hill is still awaiting a decision & two applications have been withdrawn, 18/001291 Land adjacent to Derry Farm & 18/00159 Little Glen Cottage, Little Hey.

The new cemetery site item was deferred until the next meeting.

Confirm next NPP meeting Tuesday May 22nd at 5.30pm Main Parish Council office.

14. Standing Orders review including filming issue.

Our revised standing orders have been approved by Staffordshire Parish Council Association. We need an agreement with members to receiving call out papers via email. This will move us a step closer to .gov email addresses. ACTION: Clerk to draft an agreement document for signature.

The SPCA have released a new model standing order relating to filming.

It reads as follows

A person who attends a meeting is permitted to report on the meeting whilst the meeting is open to the public. To "report" means to film, photograph, make an audio recording of proceedings, use any other means for enabling persons not present to see or hear the meeting as it takes place or later.

This paragraph will be included in the Standing Orders which were adopted unanimously.

15. General Data Protection Review.

All Councillors are advised to be aware of the data they hold. The law states that the individual councillor becomes the controller. Seeking consent is essential and details should not be held for longer than necessary.




With regard to the employment of a GDPR Officer, though optional, it is considered good practice. There are amendments due to the protection bill so a decision will be made later.

Cllr Fordham advised he is in touch with Zurich Insurance re our main policy in respect of professional indemnity cover.

16. Disability Survey.
Staffordshire County Council are conducting a "Whole New Life Disability Strategy" & inviting participation. Details can be found on their website & the deadline is June 20th.
17. Traffic Meeting update - Item moved to earlier in the agenda.
18. Newsletter/ code of practice on local authority publicity- media policy.
The summer newsletter is almost complete- just requires proof reading.
A parish council is subject to the Code of Recommended Practice on Local Authority Publicity issued under the Local Government Act 1986. The code provides guidance on the content, style, distribution and cost of local authority publicity. In order to ensure compliance it is necessary to formulate a media policy going forward. ACTION: To be compiled & approved.
19. Tree in St John's Churchyard- the quotation for the remedial work on the tree by Tonks for £495.00 was approved
20. Telephone box on Birmingham Road- change of use.
Cllr Hancocks, on behalf of Shenstone Library, requested that the Library take over & renovate the old telephone box on the corner of Birmingham Rd & Churchill Rd.
It was suggested that the Parish Council may look at gifting it & transferring liability.
This will be investigated and a decision made later.
21. Date of next meeting Tuesday 12th June 2018 7.15pm Stonnall Youth & Community Centre.

REMINDER: Annual Parish Meeting Weds May 23rd 7.30pm Shenstone Village Hall.



12-6-18