



SHENSTONE PARISH COUNCIL

Serving Little Aston, Shenstone, Stonnall, Shenstone Wood End, Lynn,
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APPROVED MINUTES FINANCE, LEGAL, HEALTH AND SAFETY COMMITTEE MARCH 6th 2018 RICHARD COOPER ROOM

53. Register of Members in attendance.
Cllrs Rita Hancocks, Sheila Beilby, Charles Fordham, David Salter, Gail Nicholls, Jean Wilson, Stuart Jones.
Clerk/RFO: Shirley O'Mara
54. Apologies Received.
Cllrs Neale, Perry & Tim Cox
55. Declarations of interest on agenda items.
Cllrs Salter, Wilson & Fordham- none pecuniary interest in item 59.
56. Public Participation.
None
57. Approve minutes of last Finance, Legal, Health & Safety meeting January 16th 2018.
Signed & approved.
58. Finance- current position at 6th March 2018.
Co-op Bank A/C 276100: £10,179.64
A/C 77453: £63,639.18
Stonnall Neighbourhood Plan: £11,040.10 Total= £84,858.92
(£40,000 ring fenced for cemetery)
Nat West Bank A/C 2115: £25,558.56
A/C 1167: £78,000.92
Expenditure to date: £86,952.68.
March transactions for approval: £11,500.00.
Income expected: £400.00 cemetery fees, £85.53 MoveCorp & estimated £12,000 from VAT return.
59. Little Aston Recreation Ground Association management agreement & Shenstone Parish Council.
Cllr Salter explained the need for some sort of formal agreement between LARGA & the Council as a means of future proofing. A report was shared with the Committee outlining the purpose, background & proposals, as was a draft legal agreement. Cllr Salter requested (i) The committee vote to take the agreement to Full Council for adoption and that (ii) as a one off, the Council contribute in part or full towards the legal costs incurred, an estimated £750.00. (With VAT reclaimable)
Cllr Jones raised a concern that the item related to photocopying charges should have a ceiling & Cllrs Hancocks & Beilby agreed. Cllr Beilby had a number of issues & requested further time to consider the proposal as did Cllr Nicholls, who had not as yet received all of the information.
Cllr Beilby also suggested that we should seek the opinion of Staffordshire Parish Council Association.
In the meantime, it was agreed for this item to go forward to the Parish Council for consideration.
ACTION: Clerk to contact SPCA. **Done**
60. Grit Bins.
It was agreed that a 200 litre grit bin should be purchased for the junction of Holly Hill Road/Court Drive/Richard Cooper Road. Also that 50 litre bins be purchased for Stonnall & Shenstone village halls. Clerk to check with Little Aston Village Hall to see if they require one.
ACTION: Clerk to contact Little Aston **DONE**

61. Cleaning of village identity signs

It was agreed that the signs should be cleaned when the planters are next attended to.

ACTION: Clerk to instruct Morgan Garden Services **DONE**

62. Pinfold Island advertising

Creative Plants have ordered the two vinyls for Pinfold Island. They are also interested in potentially advertising by the planters & sign near Watford Gap island. A mock-up of their plans for this area is required for Committee approval. In the meantime, the Clerk will draft a formal agreement with Creative Plants re Pinfold. **DONE**

63. Public Announcement on Precept increase

It was agreed that an announcement should be circulated on the website & noticeboards regarding the Precept increase and the justification behind it. This should first go to Full Council for approval.

ACTION. Clerk to produce. **DONE:**

64. Annual Parish meeting arrangements.

It was agreed that the Annual Parish meeting this year will take place on Weds 23rd May at 7.30 in Shenstone Village Hall.

65. GDPR- how the changes affect us.

With the General Data Protection Regulation creating the requirement to appointment a Data Protection Officer, Staffordshire County Council is offering to SPCA member councils a GDPR service level agreement. This is offered to Councils as three options to ensure maximum support. Cllr Salter believes that level one is required as an absolute minimum at a cost of £150.00 per annum. Committee agreed that this item should be discussed at Full Council.

66. Councillor led grant application form review.

Cllr Salter raised the subject of councillor led grant applications to champion local requests which do not fall within the Community Grant funding period at the start of each year or fits the criteria of an emergency grant. Committee agreed that this should be discussed at Full Council & charged the Clerk with sourcing the claim forms. **ACTION:** Clerk to pursue. **DONE**

67. Offsite computer back-up solutions.

It was agreed that Full Council should consider off site back-up solutions. Boldmere Computers, our current technology supplier, offer Rhino drive cloud back up at £150.00 per year or £400 for three years.

68. Royal British Legion Staffordshire Silent Soldier Campaign.

Committee agreed that the centenary commemorative "Silent Soldier" campaign is highly commendable and supportive in principle pending more information.

ACTION: Clerk to establish sizing, weight & construction details **DONE**


69. A.O.B.

Cllr Hancocks mentioned the ongoing problem with flooding in Barnes Road caused by problems with the drains off the playing fields. After some discussion, it was agreed that a survey should be completed prior to any decisions re funding.

Cllr Beilby requested an employment meeting to look at salary & pension arrangements. This is now scheduled for Mon 26th March at 2.00pm.

Cllr Salter mentioned that a committee needs to be created to look at standing orders. This will be on the agenda for the next Parish meeting.

70. Next date of Finance, Legal, Health & Safety meeting Tuesday April 17th 2018.



27-6-18