



SHENSTONE PARISH COUNCIL

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APPROVED MINUTES OF FULL COUNCIL MEETING TUESDAY SEPTEMBER 11th at 7.15 pm SHENSTONE VILLAGE HALL

69. Register of members in attendance.

Cllrs David Salter, Sheila Beilby, Rita Hancocks, John Branch, Neil Perry, Gail Nicholls, Val Neale, Jean Wilson & Nicola Macdonald. Shirley O'Mara- Clerk.

Representatives of Diamond Jubilee Allotments- Julia Jones, Viv Tsemelis, Debbra Pastel.

70. Acceptance of apologies – Cllr Mick Cox, Cllr David Thompson, Cllr Tim Cox, Cllr Nick Smith, Cllr Stuart Jones. County Councillor David Smith. District Councillor Brian Yeates.

71. Declarations of interest. Members should consider whether they should partake in any discussion or vote on matters on the agenda unless they have a dispensation.

Cllr Nicholls in item under point 76- Staffordshire Safer Road Partnership/Stonnall Neighbourhood Plan funds – traffic calming funds allocation & Both Cllrs Nicholls & Beilby in item under point 76- Replacement bins for Stonnall Playing Field.

72. To accept and confirm minutes of the last Full Council meeting on Tuesday 10th July 2018.
Duly approved & signed.

73. Clerks report on outstanding matters from minutes Tuesday 10th July 2018 –

(i) Centenary benches- benches are now in place in Shenstone & Little Aston. The bench due to be erected on the corner of Cartersfield Lane in Stonnall will proceed once full approval is received from Staffordshire Highways.

74. Public Participation.

The Chair of the Allotments Committee as well as the Secretary & the Treasure addressed Council with concerns that there are currently vacant plots on the allotments which have both financial & aesthetic implications (full report attached). It was agreed that the best way forward was to advertise the availability on both the Parish website & in the next edition of the Parish newsletter. If that fails to generate enough interest then a temporary relaxation of the existing guidelines which limit the allotments use to residents of the Parish only should be relaxed with the proposal being a 3 mile radius.

75. To receive reports from District and County Councillors.

Cllr Salter briefed Council on a recent meeting with Highways England re Wall Island. Things are starting to happen with relining & signing scheduled for two years' time.

A briefing was shared from County Councillor David Smith (attached) who was unable to attend due to prior commitments. Council wish to respond in detail to a number of items & will do so over the next weeks. However, an immediate request to progress the consultation re parking around Shenstone Station will be made.

76. Finance- current position as at Sept 4th 2018.

The Clerk shared the current position of expenditure against Precept (attached).

In addition a full breakdown of the three bank accounts was shared along with a forecast of expenditure remaining (attached).

The Finance, Legal, Health & Safety Committee which met on Sept 4th 2018 made the following recommendations: 1) To divide funds between bank accounts as follows-
(ii) Move £30,752 from the NatWest Current Account to the Nat West Reserve account which is entirely ear marked funds for the development of a new cemetery in Shenstone. This would leave £1,000 as a float in the main account. (ii) Move a further £2,248 from the Unity account to the Nat West reserve account making a total of £33,000 in transferred funds- the exact amount of income from the sale of the Eastridge Croft land & funds always earmarked for the cemetery development. RESOLUTION: Fully approved. Proposed by Cllr Nicholls & seconded by Cllr Hancocks.

2) It was also recommended that the Clerk be issued with a debit card from Unity Bank for sundry expenditure & that the Clerk also take advice from Nat West regarding a more beneficial interest account for the ear marked cemetery funds. RESOLUTION: Fully approved. Proposed by Cllr Nicholls & seconded by Cllr Hancocks. The Clerk gave an update that the NatWest Liquidity account would generate £400 per year interest as opposed to the £120 we receive currently. RESOLUTION: Council gave unanimous approval to transfer funds from the earmarked cemetery account to generate more income for the long term cemetery plan.

The Clerk also shared details of August transactions highlighting expenditure to Mark Ridgeway Burial Services & St Johns Church for the internment of a deceased which the Clerk as Registrar dealt with entirely as the bereaved family lived in Monmouth-
Shenstone Parish Council received payment in full for all services & paid bills accordingly.

Council were briefed on a further recommendation from the Finance Committee with regard to delegating some financial authority to the Finance Committee & to the Clerk in order to improve the efficiency of the Council but maintain a high level of control & transparency. It was unanimously agreed at the Committee that it would be highly beneficial for the Finance Committee to have delegated authority to approve expenditure of up to £1000.00. Also for the Clerk to have delegated authority to make and approve transactions of up to £300.00 with the number of transactions limited so an appropriate revision of Standing Order 14 be made. Cllr Salter explained that on reflection he did not believe delegation to the Finance Committee was necessary as The Finance Committee meets only every two months, the meetings are just one week before the scheduled Full Council meetings and that, in the event of expenditure needing urgent approval, Council could act under Standing Order 14.1. Cllr Beilby was in agreement. RESOLUTION: Council gave unanimous approval to delegated powers for the Clerk but not to the Finance Committee. Proposed Cllr Salter, seconded Cllr Perry.

At the Finance Committee Meeting Cllr Jones has submitted a grant application for £500.00 on behalf of Shenstone Community Library Local History Group towards the development costs incurred in the construction of a heritage trail around Shenstone and the leaflets needed to accompany this. Other potential avenues of funding are being investigated after coming to light since the application was submitted so the amount requested may be significantly reduced. Therefore, at this stage, Cllr Jones is just looking for agreement in principle. Agreement was proposed by Cllr Salter, seconded by Cllr Nicholls & unanimously agreed. It was recommended that Full Council agree in principle to support the application. RESOLUTION: Unanimously approved. Proposed Cllr Nicholls, seconded Cllr Hancocks.

An application for £248.45 has been submitted from Shenstone Rainbows for the purchase of two collapsible tables to replace two which were stolen during the Fun Run. As the tables actually belonged to St Johns Church Hall there was some discussion as to whether insurance should cover the loss. The Clerk charged to investigate possible insurance cover initially & Cllr Hancocks to research the exact table detail.

Cllr Salter Beilby briefed on the outcome of the Lengthsmans interviews which were held last month & the Employment Committees decision to appoint Steven Crane for 16 hours per week at a rate of £10.00 per hour on a three month trial. This was unanimously approved by the Finance Committee and was further approved unanimously by Full Council.



Cllr Nicholls requested the agreement in principle that the Council will support any application towards funding traffic calming measures in Cartersfield Lane and that the £11,040 currently held in the Stonnall Neighbourhood Plan fund be allocated to the same.

RESOLUTION: Any application was unanimously agreed by the Committee after a proposal from Cllr Salter & seconded by Cllr Hancocks but it was suggested by Cllr Beilby that use of the Neighbourhood Plan fund should go to referendum in Stonnall & also that it may be required for any revision to the actual plan.

A request was made for a new bin to replace a damaged one on Stonnall Playing Field. This was proposed by Cllr Hancocks & seconded by Cllr Salter. RECOMENDATION: Full Council approve purchase.

77. Publication scheme- Council was asked to consider & adopt the attached Publication Scheme. Cllr Beilby requested adding "approved minutes" as opposed to "minutes" & Cllr Salter requested adding details of charges associated with a Freedom of Information request. Once these amendments are made
78. Planning applications inc revised application 17/01056 & planning appeal hearing 7th August 2018 Land West of Oak Tree Farm, Stonnall. Also Local Plan Enquiry 13th Sept. All planning applications received (attached) were shared with Council. Cllr Thompson will be attending on behalf of Council the Local Plan Enquiry on 13th Sept re need for proper Lichfield District Councillor Provision. Details of the full appeal decision regarding the Land west of Oak Street Farm, Gravelly Lane, Stonnall had already been shared prior to the meeting.
79. St Johns cemetery- (i) Repair to lower lawn wall- this work has now been completed by Morgan Garden Services. (ii) Update on planning meeting- a response from Nick Cox at Lichfield District Council has been shared with Council via email for consideration & future response. (iii) Lichfield District Council tree survey- consider recommendations. The Clerk highlighted that of the 61 trees in St Johns Cemetery, 32 need attention. The Clerk was charged with seeking tenders for presentation at the October Full Council meeting
80. A5127 speeding & Stonnall Safer Roads Partnership grant. After a discussion re speed on Birmingham Road, Cllr Salter agreed to investigate grant details.
81. Consider the request for a bench at the top of Churchill Road, Shenstone. A request has been made by a resident for a bench at the top of Churchill Road. Council are concerned that any bench may impact those residents who live on the corner where the bench would be located & it may potentially encourage anti-social behaviour. It was agreed that more investigation is needed.
82. Feedback from Employment meeting with Clerk 14th August Details of the Employment Committee meeting was shared with the recommendation that, from 1st September 2018, the Clerk will be afforded an additional 5 days paid leave and an increase in salary from her current LC2 level 26 scale of £23,866 to a created point within the pay-scale guide between levels 28 & 29 at a round figure of £26,000 pa. This figure has been calculated to reasonably and fairly cover any identified shortfall and also equates to the cost to the Council (less the 5 days holiday) should the Clerk have exercised her right to enrolment in a pension plan. RESOLUTION: Unanimously agreed after proposal by Cllr Salter which was seconded by Cllr Perry.
83. Christmas Lights Council are in receipt of a quote from Christmas Plus Ltd for the installation of lights in Little Aston. Further quotes from other companies are expected with discussion scheduled for next Full Council.
84. Community Clear Up Day Part 2- September 29th. Everything is in place for the event on Sept 29th with the Rapid Relief Team once again joining us.



85. Remembrance Commemorative Concert Sponsorship request.

The Royal British Legion are organising a commemorative concert on Remembrance Sunday & asked Council for Sponsorship of £50.00 towards the programmes. RESOLUTION: Full Council approved. Cllr Hancocks proposed, Cllr Nicholls seconded.

86. Invoice for fallen tree branches New Road-an invoice has been submitted to the Council office from Calder Tree Services for the removal of a fallen tree on Friday September 7th. The tree is the responsibility of Trinity Church so will be passed to them for payment.

87. The Old Tower, St Johns Cemetery – update .

A meeting took place on Wednesday 5th Sept (full details attached) to look at the development & sustainability of St Johns Old Tower. Suggestions from residents as to possible uses for a restored Tower will be sought via notice's on the Parish website and in the next Newsletter. Cllr Salter requested that a development slush fund be allocated by the Council and Council requested that they would be happy to listen to such an application provided it was supported by all the necessary background information.

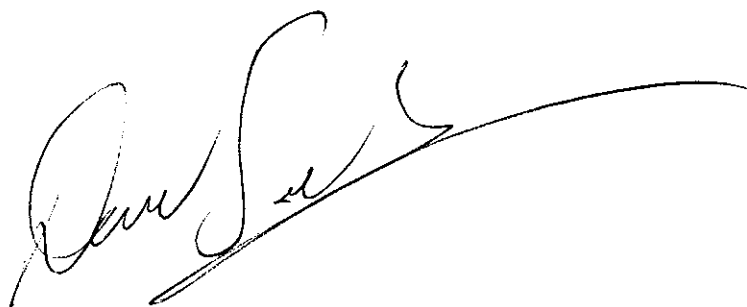
88. Winter newsletter

Would Councillors please attend the Full Council meeting in October 15 minutes early in order to consider ideas for articles representing their Wards in time for a late October deadline submission?

89. Date of next Full Council meeting Tuesday 9th October 2018 Stonnall Youth & Community Centre.

7.00- discussion.

7.15 meeting starts.

A handwritten signature in black ink, appearing to read 'Paul Salter', with a long horizontal flourish extending to the right.