

HAUGHTON PARISH COUNCIL

Clerk: Suzanne Potts

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MINUTES.

Minutes of the meeting held Monday 24th January, 2022, at 7.00p.m at Haughton Village Hall.

Attendees: Cllr. M. Allen. Cllr. G. Anslow. Cllr. P. Prokopa. Cllr. I. Sunley. Cllr. S.Taylor, Cllr. D. Warbrick, Cllr. J. Woodcock. Clerk to the Parish Council - S. Potts. Cllr. M. Winnington.

Public: One member of the public was present. Public Open Forum – Cllr.Winnington raised the issue of leaf clearance following an email he had received along with Cllr.Sutherland and the Parish Council from a resident. It was suggested that early reporting in the autumn to Streetscene to give them fair warning of the situation would be helpful.

1. To receive apologies and accept and record any reasons for absences. Cllr.Sutherland tendered an apology as he has to self-isolate due to covid restrictions and PCSO Wright tendered an apology due to being on rest day.

2. To receive declarations of interest from members regarding items on the agenda. None received. A point of order was raised by Cllr. Taylor seeking clarification from the Chairman regarding declarations of interest and when a Councillor should leave the room.

3. Introductory remarks were given by the Chairman. He remarked that considerable work had taken place during the winter recess under clerk's delegated powers. The Chairman commended clerk's actions and also advised Council that clerk had successfully completed the first two modules of the CiLCA qualification.

4. To receive and confirm the minutes of the meetings held on Monday 22nd November 2021. The minutes of the meeting were accepted as a true and accurate record.

5. To receive reports from Borough, County Councillors, Clerk and PCSO.

PCSO Wright had sent an email report concerning the increasing number of text and email scams. Cllr.Sutherland asked Council pay particular attention to item 11 on the agenda – Civic Amenity visits. Cllr.Winnington reported that as the covid pandemic was starting to ease, he hoped for a much needed swift return to normality for communities and business. He expressed concerns about precept rises across the board as well as fuel and other cost hikes resulting in significant increases in the cost of living. He reported on several local flooding issues; Watery Lane is holding up, several repairs in pipework have been carried out in Bradley Lane, and a permanent flooding issue in Long Lane is under review. Clerk's report contained updates on the park warden's position which was filled during winter recess with the new warden starting work on 3rd January, a gift of a bottle of wine received from JWH Contractors had been passed to the retiring park warden in thanks for his long service, Lloyds TSB debit card had been received, the fitting of the final two bike racks, the relaying of Council's decision regarding a complaint to the complainant and subsequent correspondence. Additionally clerk reported on the compost bin initiative, a number of reports had been made to Stafford Borough Council and

Staffs County Council on highways and footpath matters, the defibrillator pads had been replaced and the notice board was showing signs of significant water ingress in November and a temporary repair had been carried out until drier weather would enable a more long lasting repair. A number of emails had been received and replied to across a range of issues.

6. To consider planning matters, including planning decisions, notifications of appeals and updates.

Reference 21/34220/OUT Land adjacent The Cottage, Church Eaton Road. Amendments had been made to the original application. Council agreed that the comments submitted previously in relation to the application still stood, Clerk to reply to Planning Department with previous comments.

Reference 21/35141/COU Prince Avenue. Cllr. Winnington told the meeting he had received complaints from local residents with regard to parking and opening hours of the business premises in question. The Parish Council had received no complaints. Clerk is requested to comment outlining that whilst the council does not have an objection to the application, if it is successful, conditions should state that users of the business should use the allotted parking spaces belonging to the property and not park on the A518 slip road from Prince Avenue.

Reference 21/35121/FUL and 21/35122/FUL White Cross Farm, Long Lane. Comments had been submitted regarding this application during the winter recess advising of concerns the Council held regarding the shortage of housing for agricultural workers.

7. Finance a). The following expenditure was approved for payment.

DESCRIPTION	NET	VAT	GROSS
Salaries and Expenses	710.67		710.67
Trent Grounds Maintenance – Pitch lining	90.00	18.00	108.00
TOTALS	£800.67	£18.00	£818.67

b). Financial reports were accepted by the council. Council received the report from the interim audit which took place on 25th November with internal auditor Alan Toplis and agreed a small number of routine changes to ensure compliance with current legislation.

Approval was given for clerk to apply for grant funding from Veolia and Staffordshire County Council which if successful would help fund the composter bin scheme.

Council were advised of the following payments made during December:

DESCRIPTION	NET	VAT	GROSS
Salaries and Expenses	812.84	0.58	813.42
JWH - Park maintenance	50.00		50.00
Town & Parish websites – Email addresses	108.00		108.00
Haughton Village Hall – Hall Hire	23.00		23.00
PAYE HMRC	336.43		336.43
TOTALS	£1,330.27	0.58	£1,330.85

8. To discuss Highways, footpath issues including those requiring reporting.

a) **Highways.** Correspondence was received by council from Diane Firkins regarding a 20mph zone along Rectory Lane and Mark Keeling, Staffordshire County Council in relation to a request for a speed and volume survey on A518. Diane Firkins stated that there was little chance of a 20mph zone due to a number of reasons including costs. Clerk to write to Tina Clemence, Staffordshire County Council and to cc. Cllr M. Winnington referring to a Scrutiny Group recommendation about 20mph zones. The speed and volume survey is scheduled for March 2022. An introductory session for Community Speed Watch volunteers will take place at Haughton Village Hall at 11am on Saturday 12th March. The initiative will be a joint one across the villages of Haughton and Gnosall. Cllr. Sunley has reported a damaged tree on Brook End to Staffs County Council via the online reporting portal. Cllr. Anslow reported that the illuminated traffic sign on the Newport Road is permanently on and will also submit a report via the portal. A considerable number of reports have been made over the winter to the Borough and County Council by residents, the Parish Council thanked residents for this and encouraged residents to continue reporting.

b) **Public Rights of Way.** An application for the upgrade of footpath 14 (Grassy Lane) to a bridleway had been received and responded to during the winter recess. Council are opposed to the upgrade. Clerk is to enquire with Staffs County Council on the costs of new finger posts and stiles and whether this could qualify for 50/50 funding initiative. The Public Rights of Way strategy document for Haughton submitted by Cllr. Prokopa was received by council and accepted by council subject to two minor amends relating to the number of footpaths and mileage. Cllrs. Taylor and Sunley agreed to join Cllr. Prokopa on the PROW working group and Clerk was tasked with contacting Paul Rochfort for the current position on forming a volunteer group.

9.00pm Standing orders were suspended, Council agreed to continue to the conclusion of the agenda.

9. To receive report from Councillors/Clerk on:

a) **Park.** The Park Warden's report was delivered by Cllr. Taylor. No issues were reported.

b) **Football Pitch.** Both the park and football pitch are in good condition. Several football matches have been played on the pitch by Haughton F.C.

10. A working group for the Queen's Platinum Jubilee celebrations was formed, Cllrs. Anslow and Woodcock will represent Council. A Jubilee Picnic Lunch will take place on Sunday 5th June at the Village Hall. Clerk was asked to invite representatives from village groups to join the working group.

11. The Saturday Civic Amenity Visits are being reintroduced for 2022. Council agreed for two visits to be requested, ideally in April and October. Clerk to liaise with Village Hall.

12. Two references for JR Landscaping were received by council and the issuing of the grass cutting contract was approved. The contract is for three years with a break clause after one year. It was agreed to charge £28 per cut for the Village Hall grass cutting.

13. A Communications Working Group was formed consisting of Cllrs. Prokopa, Anslow and Woodcock. Email addresses for Councillors have now been set up, the switch over to using the new addresses will take place when all councillors can access the new email facility.

- 14.** Updated Standing Orders / Financial Regulations, LGA Model Councillor Code of Conduct 2020, Complaints Procedure, Training & Development Policy plus Employment Policies & Procedures and Privacy & Data Protection Notice were adopted by Council. Council approved the Standards Working Group to explore and consider whether a policy for dealing with abusive, persistent and vexatious complaints is required.
- 15.** A grant request from Haughton Parish Charity was considered. The request was refused on this occasion but this does not preclude the charity from applying again in the future.
- 16. To receive any future agenda items.** It was agreed to receive these outside of the meeting.
- 17. The Annual Parish assembly (25th April)** – it was agreed for clerk to make contact with the speaker from the cancelled 2020 meeting on the subject of bank fraud.
- 18.** The date and time of next meeting was confirmed as Monday 28th February 2022, 7pm.
Clerk's Holiday was confirmed as Friday 8th April to Friday 15th April 2022 inclusive utilising one week's entitlement. Cllr. Sunley gave his apologies for the February meeting.
- 19. Meeting closed at 10.20pm.**

2022/04