

HAUGHTON PARISH COUNCIL

Parish Clerk/Responsible Financial Officer: Jonathan Brumwell

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Minutes of the Meeting of Haughton Parish Council held at Haughton Village Hall at 7.40pm on Wednesday 4th December 2024

Present:

Parish Councillors: Michael Allen, Suzanne Beatty, Mark Burgess, Melvyn Cotterill and Ian Sunley (Chair).

In attendance:

Clerk: Jonathan Brumwell

Borough Councillor Jack Rose

County Councillor Mark Winnington

Public Open Forum: Two members of the public were present.

Minute		Action
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2024/106	Apologies for Absence Apologies were received from Councillors P Prokopa and S Taylor (prior engagements). RESOLVED that the apologies are accepted and approved.	
2024/107	Declarations of Interest There were no declarations of interest.	
2024/108	Minutes of the meeting held on Monday 28th October 2024 The minutes of the meeting of the Parish Council were proposed, seconded and approved as a true and accurate record and were signed by the Chair.	
2024/109	Adjournment The Chair proposed to adjourn the meeting temporarily to allow representatives of Gnosall FC to provide information relevant to Item 13. RESOLVED to adjourn the meeting. The representatives of Gnosall FC spoke regarding the club's request to have exclusive use of the football pitch at the Jim Jarvis Playing Field on Sundays during the football season. For their part, the club would take responsibility for the maintenance of the football pitch, including cutting the grass throughout the year and aeration. The existing goal posts would be removed and replaced with two sets of movable goals with nets, one set to be used only for matches and the other set to be put in place for the rest of the time for public use. The club would also wish to extend the pitch width to meet FA regulations and this may involve levelling an area at the south west corner (closest to the gate access to the field) to achieve this. The Club's representatives then answered questions put to them by members of the Council. The Chair thanked the Club's representatives for their proposal and for attending to provide further information. The meeting then resumed.	

2024/110	Items to be taken with the public excluded The Chair proposed that Item 18 (Local Government Services Pay Agreement for 2024) be discussed in closed session. RESOLVED to discuss Item 18 in closed session (1 member abstained).	Action
2024/111	Actions from last meeting <i>Minute 2024/068</i> One quote had been received from the three mole-catchers contacted by the Clerk to deal with moles at Jim Jarvis Memorial Playing Field. Other mole-catchers would be contacted; <i>Minute 2024/068</i> Varnishing / painting the benches in the park – the benches will be dismantled singly to enable them to be worked on under cover over the winter period. A suggestion to paint them in primary colours similar to the new picnic bench will be assessed for practicality; <i>Minute 2024/068</i> the goal mouth area had been seeded with grass as it was considered unwise to create a trip area in the goal mouth by transferring large sections of turf to it to repair it; <i>Minute 2024/073</i> a Work Party to tidy the hedge had been convened; <i>Minute 2024/075</i> Large scale maps printed on A3 paper for use in defining the grass-cutting contract area had been provided to Councillor Taylor; <i>Minute 2024/096</i> No response had been received regarding Footpath 18 from the landowner; <i>Minute 2024/096</i> the Chair noted that a sign on the A518 at the entrance to Stafford had now also appeared to have been appropriated; <i>Minute 2024/097</i> the Clerk had contacted the grass contractor regarding the shortfall in the number of cuts completed this year. No response had been received to date; <i>Minute 2024/098</i> New planters had been obtained for the verges at the entrances to the village on the A518 and would be positioned and planted up shortly; <i>Minute 2024/099</i> Grass-cutting tender review – new tenders had been drafted by Councillor Beattie and the map reviewed; <i>Minute 2024/101</i> The publication scheme had been published on the Parish Council's website; and <i>Minute 2024/102</i> the Clerk's application for match-funding from Councillor Winnington's environment fund had been received after the closure of that element of the fund to new bids. This would be discussed as an agenda item later in the meeting.	Clerk Warden Clerk / Warden WP Clerk / ST Clerk
2024/112	Reports from Borough and County Councillors, SPCA, PCSO, Chair, Village Hall and Clerk Borough – <i>Moat House Drive Green</i> – Councillor Rose reported that new posters had been placed that would be more resistant to water-ingress; Homes Plus – Councillor Rose said that a meeting between Homes Plus, Councillor Rose, Councillor Winnington, and members of the Parish Council was proposed for Wednesday 11th December 2024 after 11.00am. County – Councillor Winnington said that he had asked Highways to empty the gully on the A518 at the bus stop following recent flooding. Councillor Allen asked Councillor Winnington if there had been any progress with his previous request for the 12-inch drain on Station Road to be cleared. He also raised the possibility of moving the 30mph speed limit's starting point, although Councillor Winnington was cautious on this point as positioning the start point in the wrong place would lead to drivers ignoring the speed limit. SPCA – Councillor Allen informed the Council that the Annual General Meeting would be held on 16th December 2024.	

Village Hall – Councillor Burgess reported that the new PA system had now been installed.

Action

Clerk – The Clerk reported that the mid-year visit by the Internal Auditor had highlighted no issues but that a number of suggestions had been made and the Council's attention was drawn to the likely requirement of .gov email addresses for Parish Councillors in the near future.

2024/113

Planning

The Parish Council had been notified of three planning applications that had been submitted for consideration:

1. 24/39412/LDC – To confirm Annex as Lawful. Camomile, Watery Lane, Haughton **RESOLVED** that the Parish Council has no objection to the application;
2. 24/39788/FUL - Variation of conditions 2, 6, 7 and 8 on application 20/32544/FUL. Shutt Heath Farm, Shutt Heath Road, White Cross - **RESOLVED** that the Parish Council has no objection to the application;
3. 24/39937/HOU – Replacement Detached Garage. Oak Tree Farm, Newport Road, Haughton;
RESOLVED that the Parish Council has no objection to the application.

2024/114

Financial Report

- (a) Expenditure incurred under the terms of Financial Regulation 4.1: none
- (b) Previously approved expenditure (Paid – for information): None
- (c) Bank reconciliation as at 31st October 2024
The bank reconciliation was checked and approved by Councillor Beattie.
- (d) Payments for approval
RESOLVED that the following payments are approved:

DESCRIPTION	NET	VAT	GROSS
Village Hall	25.00	0.00	25.00
JR Landscaping (Invoice 1351)	374.58	74.92	449.50
Parish Online (Invoice 41UG018-0006)	80.00	16.00	96.00
St Giles Church PCC (grass cutting)	500.00	0.0	500.00
M Bissell Trees and Hedges (St Giles churchyard)	160.00	32.00	192.00
Salaries			483.70
Direct Debit Payments			
<i>EE Mobile</i>	£12.67	£2.53	£15.20

RESOLVED that a further invoice received from JR Landscaping (number 1354) would not be paid until a satisfactory answer to the Council's questions regarding missed cuts and outstanding work had been received.

- (e) Income Received:

Lloyds Bank (Lloyds Reserve – interest September)	£ 6.66
Stafford Borough Council (precept – 2 nd payment)	£12,556.50
Stafford Railway Building Society (annual interest)	£ 270.48

2024/115 Lloyds Bank – introduction of bank charges

The Council **noted** Lloyds Bank's introduction of monthly bank charges.
The Clerk will investigate alternative banking arrangements and report at the January meeting.

Clerk

2024/116	Highways, public rights of way and related issues	Action
a)	Highways including grass cutting: these had been discussed at minute 2024/111. A request would be made to Highways to replace the light on the corner of Jolt Lane.	Clerk
2024/116	Highways, public rights of way and related issues continued	
b)	Public Rights of Way: these had been discussed at minute 2024/111.	
2024/117	Reports from Councillors	
	There were no reports.	
2024/118	Programme of Works – progress report	
	This had been discussed at Minute 2024/111, above.	
2024/119	Gnosall FC – Request for use of Football Pitch	
	The Council considered the request for exclusive use of the football pitch at the Jim Jarvis Playing Field on Sundays during the football season with the club taking responsibility for the maintenance of the football pitch, including cutting the grass throughout the year and aeration.	
	RESOLVED that the request is approved in principle. The Clerk will draw up an agreement to give this effect for an initial period of one year, with the option to extend this to three years, and seek the Club's views on the agreement.	Clerk
2024/120	Suspension of Standing Order 3x	
	Councillor Beatty proposed, Councillor Allen seconding, that SO 3x be suspended.	
	RESOLVED to suspend SO 3x.	
2024/121	Grass-Cutting – Tender Review	
	The Council considered revised tender documents prepared by Councillor Beattie.	
	RESOLVED that the reviewed tenders were accepted and adopted, subject to the tender for the football pitch being withdrawn if the agreement with Gnosall FC is approved..	Clerk
2024/122	Water Butts	
	The Clerk reported that the application for match-funding of up to £750.00 from Councillor Winnington's environment fund had been received after this part of the fund had closed to new applicants.	
	RESOLVED to provide water butts to residents using the previously-approved funding (minute 2024/102). Expressions of interest would be obtained and water butts would be made available from March 2025.	Clerk
2024/123	Parish Council surgeries	
	The Council considered a proposal to hold an open Parish Council surgery at Haughton Village Hall as part of the Craft Fair held on the second Saturday of each month. The cost would be £5.00 and the Craft Fair runs from 10.00am to 1.00pm.	
	RESOLVED to hold monthly surgeries as part of the Craft Fair. The expenditure of £5.00 per month is approved.	

Action

Clerk

Clerk

The Council **noted** the Council Tax Base for 2025/26 of 457.32 Band D equivalents.

The Council considered its budget for 2025/26.

Clerk

The Council received details of the Local Government Services Pay Agreement for 2024, effective from 1 April 2024.

Chair

RESOLVED that all powers are devolved to the Clerk, in consultation with the Chair or Vice-Chair, or in their absence any other member of the Council, until the January meeting of the Council.

Councillors were requested to submit future agenda items to the Clerk by Monday, 20th January 2025.

The next meeting will be held on Monday 27th January 2025 at 7.00pm.

The meeting closed at 11.00pm

Signed:

(Chair)

27th January 2025

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