

# BAGNALL PARISH COUNCIL

## Minutes of Meeting

Tuesday 10 April 2018

Village Hall  
School Lane  
Bagnall  
Staffordshire Moorlands

**Present:**

Cllr Andrew Batson (Chair)  
Cllr Sally Brown

Cllr Peter Lawley

**In attendance:**

Denise Cooper (Clerk)

**Apologies**

Cllr David Pearson : Cllr Mark Butler : Cllr Sybil Ralphs : Cllr Ken Simpson

**Declaration of Pecuniary Interest**

There were no declarations made.

**Minutes of the Previous Meeting**

The minutes of the previous meeting were read and accepted as a true and accurate record.

**18.01 Finances**

**17.79.01 – Playing Fields: Hire charges/purchase of goal posts**

Cllr Peter Lawley attended the March meeting of the Village Hall committee and confirmed that the Committee was willing to work in close liaison with the Parish Council regarding the hire of the playing fields and the use of the village hall facilities. The only proviso would be the use of facilities for football teams when another event (which would take precedence) was taking place in the hall. Consideration would be given to erecting a detached toilet facility for the use of football teams in the future if demand required this.

Therefore it was agreed to charge a fee of £450.00 per season (September-April) with a £100.00 damage deposit. It was felt that use of the playing fields for other events would come via the Village Hall Committee and would be considered at that time. The Clerk was asked to ensure details were displayed on the website.

In relation to the goal posts, Cllr Andrew Batson clarified that it had been agreed at the time of redevelopment of the playing field not to use the old goal posts and an allowance of £1,000 was given in the contract for the purchase of new ones. Cllr Batson will progress the purchase of goal posts ready for the next season.

### **18.01.01 – Quarter 4 / Year End Accounts**

A paper was tabled by the Responsible Financial Officer indicating the quarter 4 / year-end financial position as at 31 March 2018. The monies held at the bank is £15,332.24 with a further £825.48 held in a building society account towards capital repayments for the purchase of the playing field. The accounts were accepted as a true and accurate record.

A copy of the Risk Assessment was circulated to Cllrs prior to the meeting for review. This was agreed and duly signed by the Chairman.

The Responsible Financial Officer advised that a claim for a refund of VAT paid by the Parish Council under VAT 126 had been submitted to HMRC. The claim is in the sum of £689.27.

The Responsible Financial Officer stated that the signatories on the building society account included Frank Hayes, who is no longer a councillor, and suggested that either signatory on the account be changed or the account closed and the money transferred to another account or paid against our loan. It was agreed to review this at the May meeting.

The papers for the external audit of accounts have been received, duly completed and signed by the Chair and Responsible Financial Officer. These will now be forwarded to the internal auditor for review together with associated paperwork. The auditor's comments will be published, when available, on the website together with the draft accounts and relevant notices.

### **18.01.02 – Invoices / Receipts**

The following invoice was received and payment agreed:

- Staff costs for April 2018 - £118.00

## **18.02 Planning**

### **SMDC Planning Decisions**

- SMD/2018/0061 – Springs Cottage Farm, Thorneyedge Road, Bagnall  
Erection of stable block and ménage
- SMD/2017/0745 – Woodlands View, Clewlovs Bank, Bagnall  
Outline planning application for replacement dwelling and associated works.
- SMD/2017/0817 – Linden House, The Avenue, Bagnall  
Double storey extension

Parish Council supported the above applications, which were granted planning approval by SMDC.

### **New Applications**

There were no new applications for consideration.

No concerns were raised by residents.

## **18.03 Footpaths**

### **18.01 – Results of Rights of Way Consultation**

Following feedback received from Town and Parish Councils across the County, the inspection frequency has been changed:

<i>Designation</i>	<i>From</i>	<i>To</i>
Green	50% per annum	100% per annum
Blue	25% per annum	50% per annum
Brown	As resources allowed	25% per annum

Locally we requested that Footpath 12 be down-graded to a blue category, this has been done, and Footpath 28 to be up-graded to a green one; unfortunately this has not been agreed. This means that the only green footpaths we have are Footpath 3 (off Stanley Moss Road); Footpath 11 (canal lock to Greenway Hall Road) and Footpath 21a to its junction with Footpath 21b (junction with Pool Meadows, where it becomes a BOAT). Of the remaining footpaths, 40% are blue and 60% are brown.

The Clerk advised that in view of these cuts in provision by the County Council a number of larger parish councils are employing their own lengthsman / handy man to ensure signs and footpaths, etc within the parish are maintained. Unfortunately, due to cash constraints this is not an option we can adopt and would be looking to volunteers to assist in this work.

Cllr Batson advised that there is a small pot of money available we can bid into to purchase footpath maintenance equipment, such as a strimmer. It was agreed to proceed with this application.

#### **18.04 Highways**

##### **17.129.01 – Parking**

The Clerk has written to the owners of the property on the bend at the top of Clewlovs Bank informing them of the hazard to traffic they are causing by parking their vehicles on the road. Cllrs felt that as there had, in previous years, been a fatality at this spot it was prudent to request double yellow lines be placed in this vicinity and the Clerk was requested to liaise with the Highways Department regarding this matter.

#### **18.05 Maintenance**

##### **17.82.02 – Benches on playing fields**

Cllr Batson is in the process of securing an alternative quotation of the concrete plinths and the sealed quotation received by Cllr Simpson will be opened once this second quotation has been received.

##### **17.106.02 – Dangerous use of Footpath 28**

Cllr Flunder is in the process of discussions regarding the installation of permanent signs with the County Council and will report to the May meeting.

##### **17.115.01 – Satellite Navigation Signage**

Cllr Flunder is in the process of discussions regarding the installation of permanent signs with the County Council and will report to the May meeting.

##### **17.115.02 – Footpath outside the Church**

An alternative quotation has been received from Derek Mawby Paving Ltd for the tarmacing of the grassed area outside the church in the sum of £750.00 plus VAT. As the quotation from Roy Beech (Contractors) Ltd was considerably more

(£2,980.00 plus VAT) it was agreed to proceed with the quotation from Derek Mawby Paving Ltd. The Clerk was requested to progress the work.

Cllr Flunder has made available funding from his DHP fund to cover the costs of the work. Receipt of the monies is expected shortly.

#### **17.126.01 – Notice Board**

Due to weather conditions the Notice Board on the village green by the Chestnut Trees has been blown over. A replacement has been made and will be erected very shortly.

#### **17.129.02 – Bulbous Tree, Stanley Road**

This tree is still causing hazardous driving conditions. Whilst Cllr Ralphs is in the process of liaising with the landowner to progress its removal, it was felt that this issue should be reported to Highways.

### **18.06 Environment**

There have been reports of litter being dropped on the playing field. As SMDC would not empty a bin within this area there is not one provided. Users of the playing field are asked to be mindful of the environment and dispose their rubbish sensibly to ensure the area is kept clean and tidy for all users.

### **18.07 Correspondence**

#### **Matters Arising**

There were no matters arising.

#### **New Issues**

- SMDC – Chairman’s Charity Ball, 28 April 2018. Cllrs had declined to attend on this occasion.
- SMDC – “Beat The Cold” campaign. Support for off-gas properties is being withdrawn from 1 October 2018. Any residents affected need to apply for funding to update or replace off-gas boilers as a priority.
- Wetley Moor Joint Committee – Invite to attend the next meeting on 26 April 2018. Cllr Batson will attend.
- Community Council of Staffordshire Press Release. They are uniting with Support Staffordshire in August 2018.
- Royal Wedding Street Party – 19 May 2018. A request for a road closure has been submitted to enable a street party to be undertaken. The stretch of road involved is that which runs outside the former Post Office, and if granted will be in effect between 10am to 7pm. Traffic diversions will be in operation.
- Modern Government – notification of the number of visits to our website via theirs. The numbers are commensurate with previous years.
- Playing Field equipment promotional information – these will be retained for future reference.

### **18.08 Any Other Business / Issues for Further Discussion**

#### **17.129.04 – Commemoration of World War 1**

Further information on the funding SMDC is providing to enable parishes to remember those who gave their lives in World War 1. The overall aim of the project is the lighting of beacons across the region on 11 November 2018. A sum of £435 has been allocation to parish councils which can be used for the purchase /

preparation of a beacon, public refreshments at the event or the enhancement of memorials within a church setting.

As our war memorial is the church pulpit, Cllr Lawley was asked to approach the church to ascertain if they needed any repairs / cleaning of the pulpit. Another option put forward was the provision of refreshments at a beacon lighting event.

This item will be discussed further at the next meeting, once the view of the church committee was known.

#### **18.08.01 – Meeting Dates**

A request had been received from Cllrs to revise the meeting dates. However, the view of Cllrs at the meeting was that meetings had traditionally been held on the 2<sup>nd</sup> Tuesday of each month and had only been changed to accommodate the acting Clerk during a period of sick leave. Now that the Clerk had returned the date had been moved back to its original position. To avoid confusion with parishioners it was agreed to retain the meeting on the 2<sup>nd</sup> Tuesday.

#### **18.09 Public Section**

There were no issues raised by members of the public.

#### **Date of Next Meeting**

The next meeting, which will include the AGM, will take place on **Tuesday 8 May 2018, 7.00pm.**

The meeting closed at 8.20pm

Signed  
(Chairman)

Dated: 8 May 2018