

BETLEY, BALTERLEY & WRINEHILL PARISH COUNCIL

Minutes of the meeting held on 26th May 2011

PRESENT

Councillors Bettley-Smith, Steven Ball, Mandy Berrisford, Karen Burton, David Hales, Simon Harrison, Richard Head, Frank Speed, and Jo Thomas.

IN ATTENDANCE

Gwyn Griffiths (Clerk).

At the start of the meeting the Clerk advised that he had received the necessary Declarations of Acceptance of Office from all members present, and that they were therefore all qualified to act as councillors.

124/11 Election of Chairman and Vice-Chairman for 2011-12. Cllr Bettley-Smith was nominated to serve as Chairman (proposed by Cllr Head, seconded by Cllr Berrisford).

RESOLVED that Cllr Bettley-Smith be elected to serve as Chairman for 2011-2012.

Cllr Head had indicated a wish not to continue in the position of Vice-Chairman. Cllr Daly was nominated to serve as Vice-Chairman (proposed by Cllr Head, seconded by Cllr Bettley-Smith), and had indicated a willingness to serve in that role.

RESOLVED that Cllr Daly be elected to serve as Vice-Chairman for 2011-2012.

Cllr Bettley-Smith completed his declaration of acceptance of office, and thanked Cllr Head for his service as Vice-Chairman since 2007.

125/11 Apologies for absence were received and accepted as valid reasons for absence under Section 85 of the Local Government Act 1972 from Cllrs Daly (family commitment) and Watkin (work). Apologies for absence had also been received from County Cllr Chapman and Borough Cllr Becket.

RESOLVED that any necessary Declarations of Acceptance of Office or other requirements for absent members be arranged by the Clerk as appropriate, but no later than the opening of the next meeting at which any relevant member was in attendance.

126/11 Members considered the declaration of interests in agenda items.

Cllr Berrisford declared a prejudicial interest in respect of the item relating to the Cricket Club in view of her own, and family members', past and continuing involvement.

127/11 Members considered the procedure for the co-option of a member to fill the vacancy for a single member in the Balterley Ward.

RESOLVED a) that the vacancy be advertised on the Council's noticeboards and in the relevant parish magazines;

b) that expressions of interest be sought, to be submitted to the Clerk in writing by 14th July;

c) that the Council seek to co-opt at the meeting scheduled for 28th July if possible.

128/11 The Council considered the appointment of representatives to serve on outside bodies and internal groups.

129/11 **RESOLVED** a) that the following members be appointed to outside bodies:

Conservation Advisory Working Group Standards Committee	Berrisford, Harrison Bettley-Smith (as Chairman)
Newcastle District Parish Councils Association	Cameron
Madeley Locality Action Partnership	Berrisford
Rural Runabout	Bettley-Smith
Betley Trust	Mrs Jennifer Walton
Children & Learning Partnership	Berrisford

(to act as a point of contact; the Council would not seek to directly influence the meetings of the Partnership)

b) that Cllr Head be nominated to represent the Parish Council on the Village Hall Committee, subject to the Clerk being able to establish that the role can be filled without a requirement to serve as a Trustee, or provide voluntary support beyond participation on the Committee.

130/11 **RESOLVED** a) that the following members (or Clerk as appropriate) be appointed to internal groups:

Press Liaison	Cllr Harrison (Parish Magazine)
Internal Accounts	Chairman & Vice-Chairman (other media)
Planning:	Responsible Financial Officer (Clerk)
Balsterley	Ball, Watkin
Betley	Head, Thomas (general applications) Bettley-Smith, Daly (specialist applications)
Wrinehill	Berrisford, Harrison
Laudy Croft Maintenance	Battley-Smith, Hales, Speed
Memorial Garden	Bettley-Smith, Daly, Hales, Speed
Website Working Group	Berrisford, Bettley-Smith, Daly, Harrison, Head

b) that the following internal groups be wound up, and no nominations were therefore required:

Notice Boards; Grants/Funding; Parish Council News;
Transport Co-ordination; Traffic Working Group; Environmental Champions Group.

131/11 **RESOLVED** a) that the Council approves the principle of lead members being identified to address certain issues on behalf of the Council, subject to any necessary decisions remaining the responsibility of the Council as a whole, unless otherwise provided for by statute and/or standing orders;

b) that the following lead members be appointed at this stage:

Footpaths – Burton
Natural Environment – Speed

132/11 The Clerk outlined to members the requirement to carry out certain annual requirements: the appointment of a Responsible Financial Officer, Risk Assessment, consideration of Standing Orders, and schedule of meetings for the coming year.

133/11 **RESOLVED** that the Clerk (Mr Gwyn Griffiths) be reappointed as Responsible Financial Officer for 2011-2012.

134/11 The Clerk outlined to members the requirement for the Council to carry out an annual risk assessment. He set out for members the physical, financial and policy risks which might face the Council, and the measures in place to address such risks.

RESOLVED that the Council is satisfied that it has carried out an appropriate risk assessment, and that all necessary and appropriate measures are in place to address risk.

135/11 The Clerk invited members to consider whether any changes to Standing Orders were appropriate. The Clerk suggested that an additional Standing Order dealing with the handling of urgent business arising between meetings might be helpful.

RESOLVED that the Clerk be asked to investigate a potential additional Standing Order on Urgent Business, to be considered at the June meeting.

136/11 **RESOLVED** that meetings in 2011-2012 be held on the fourth Thursday of each month, but that no meetings be scheduled at this point for the months of August and December.

137/11 **RESOLVED** that the minutes of the meeting of 28th April 2011 be approved as a true record and be signed by the Chairman.

138/11 There being no members of the public present there was no requirement for public participation.

139/11 The Chairman presented his report on activities since the last meeting. He had attended the Civic Reception on 18th May which had been excellent. As already reported to members Borough Councillor Becket had been elected as Deputy Mayor 2011-12, and would serve as Mayor of the Borough in 2012-13. He had been unable to attend the Rural Runabout meeting on 13th May due to a family commitment. He had been informed that the Model Farm complex had now been purchased by a local resident from the potential developers.

140/11 The Clerk reported on his attendance at a recent meeting of the local Locality Action Partnership (LAP), at which £600 had been allocated for work in Betley (at the Village Hall). Members were invited to consider whether there were any appropriate local projects which could seek LAP funding. The next LAP meeting was scheduled for early July, and a further report could be presented to the Council's July meeting.

141/11 The Borough and County Councillors were not present, but had provided reports to the Annual Electors Meeting on 19th May. The Clerk held details of their reports.

142/11 The meeting considered the situation regarding the errors regarding the Parish Council in the Management Committee Report to the Cricket Club AGM.

(Having declared a prejudicial interest in this matter Cllr Berrisford withdrew from the meeting during consideration of this item)

RESOLVED that the matter be considered further at the June meeting.

143/11 The Clerk summarised for members' consideration issues raised at the Annual Electors Meeting held on 19th May:

Blue Bell – the Clerk advised that the property had not changed hands, and that the owner's agent would be attending the June meeting to advise on progress.

Wilderness – the trees could be trimmed by the Parish Council, probably using funds provided by the highways authority; the suggestion of planting wild flowers on the verge had been raised with the County Council who had indicated that a licence would be required.

Signage – a suggestion had been made that more prominent signage could be used to advertise local facilities.

RESOLVED a) that the maintenance of the trees at the Wilderness be progressed as in previous years;

b) that the suggestion of planting wild flowers be not pursued at this time as it was considered impractical;

c) that the signage issue be considered at the July meeting.

144/11 The Clerk reported that there had been no planning applications to hand at the drawing up of the Agenda, but that one had subsequently been received.

145/11 The Clerk reported that the following Decision Notices had been received:

11/00089/FUL Relocation of garden wall, Twemlow Cottage, Ivydene, Betley – PERMITTED

11/00100/FUL Agricultural workers dwelling, Bow Hill Farm, Bowhill Lane, Betley – PERMITTED

146/11 The Clerk reported that he had received a planning application (Reference 11/00258/FUL) for ground floor front and side extension at Sunningdale, Main Road, Betley. He invited members to consider how they wished to deal with the application.

RESOLVED that in view of the application being a conventional householder application of modest overall impact the Council would reach a view at this meeting.

147/11 Members then considered the application.

RESOLVED that the Council has no objection to the application.

148/11 Members considered progress on the development of the community website. It was noted that a number of areas of the website had now been completed, and that minutes in particular were now available on-line for 2010 and 2011.

149/11 Members considered potential initiatives to be undertaken by the Parish Council.

150/11 The Clerk advised that two tenders had been received for the proposed pavement clearing work in Wrinehill, and members were invited to consider which should be accepted.

RESOLVED that the tender from TW Heler in the sum of £350 be accepted.

151/11 Members considered a specification for repair work to the bus shelter adjacent to the Village Hall.

RESOLVED a) that the specification require the removal of the existing roofing structure and felting, its replacement with new reboarding and felting, a general making good of any wall panels requiring attention, and the removal of all debris from the site;

b) that the Clerk be granted delegated authority to seek prices for the work, and to commission the work subject to a maximum figure of £400 net of VAT.

152/11 Members were invited to consider arrangements for lighting of the Christmas Tree from 2011.

RESOLVED a) that in the interests of sustainability, economy and amenity the Council would wish to see lighting based on white, LED, bulb lighting for the tree;

b) that the Clerk seek tenders on that basis.

153/11 The Clerk advised members that he had approached Aspire Housing regarding the maintenance of the grassed areas at the junction of Main Road/ East Lawns. It appeared that ownership was divided between Aspire and the County Council, and that Aspire would not be willing to pass maintenance responsibility to the Parish Council.

154/11 The Chairman reported that he had received an approach from a resident requesting a directional sign for the church to be provided at the junction of Church Lane with Main Road. After some discussion it was agreed that the Chairman would write to the resident suggesting that the church authorities might wish to write directly to the County Council to request such a sign.

155/11 The Clerk submitted correspondence received since the last meeting. There were no matters requiring decision.

156/11 The Clerk submitted to members a list of invoices to hand and payments due, and the Financial and Bank statements to date.

157/11 **RESOLVED** a) that the Council authorises payment of the following:

DT Askey	memorial garden maintenance	£135.00	943
G Griffiths	salary & expenses	£699.73	944
T Dunlop	internal audit	£ 30.00	945

b) that the Financial Statement be received;

c) that the Bank Statements be noted, and the reconciliation verified.

158/11 Members considered arrangements to meet with representatives of the Borough Council to consider environmental and planning matters raised in their recent letter.

RESOLVED that the Clerk seek to arrange a late afternoon meeting, in week commencing 6th June if possible, to discuss the matter, and that the Council be represented by the Chairman, Cllrs Berrisford and Hales (or other members if appropriate), together with the Clerk.

159/11 Members considered items for the next edition of the Parish Magazine. It was agreed that the following should be included: the vacancy in Balterley, the Staffordshire County Council Under-20 Card, and the planned works to the Village Hall bus shelter.

160/11 The Clerk reported that because of the passage of time since Severn Trent Water had inspected the site of the proposed water provision at the Memorial Garden a further inspection and quotation would be required, which might result in additional costs. This had arisen because of the difficulty in obtaining quotations for the works carried out by the Parish Council.

RESOLVED that the Clerk be authorised to carry out any necessary arrangements to secure the provision of the water supply.

161/11 Date of next meeting: Thursday 23rd June.