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Chebsey Parish Council

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**Minutes of**

Chebsey Parish Council Meeting held on

**Monday 22nd May 2023 after the Annual Meeting**

**In Chebsey Parish Hall**

Cllr’s Present: Cllr M Ainsworth-Hickman (Chair) Cllr R Hopley (Vice Chair) Cllr B Jones Cllr J Lawson

Cllr S Edge Cllr D Foster- Birks

In Attendance S Stokes (Clerk) Cllr P Jones (SBC)

Members of the public One

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| **23/071** | **Welcome and Public Participation. (Please refer to the Chebsey Parish Council Public Participation Policy which can be found on** [**www.chebseyparishcouncil.co.uk**](http://www.chebseyparishcouncil.co.uk) **)** |
| **23/072** | **Apologies.**  Cllr B Samra Cllr J Pert |
| **23/073** | **Declarations of interest, to consider written requests from Cllr’s for the Council to grant a dispensation (S33 of the Localism Act 2011.)**  Cllr S Edge Meecebrook. Cllr M Ainsworth-Hickman Old Mill Farmhouse |
| **23/074** | **Minutes and Matters arising from the Parish Council Meetings held on 3rd April 2023**  23/030.A disappointing reply received from Staffordshire County Council regarding the Norton Bridge Bus service. The Parish Council will contact Cllr J Pert for more information in liaising with a transport specialist. **Action Clerk.**  Cllr P Jones will try and find out the contact details for the Eccleshall First Responders to try and arrange CPR and defibrillator training. **Action Cllr P Jones.**  Everyone present agreed the minutes from the meeting on 3rd April were a true record of the meeting. |
| **23/075** | **Finance and Budget. (Principal B.J Deputy S.E)**  To approve May expenditure. Nat West Account Balance 25th April 2023 **£8614.76**  Payment to Dr Wheeler for Internal Audit Cheque No 986 £85.00  Clerks May Salary Cheque No 987 £281.61  Payments awaiting invoice Chebsey Parish Hall Room Hire (March, April & May) Cllr S Edge will enquire with the Parish Hall Committee**. Action Cllr S Edge.**  SJL Landscaping for Norton Bridge Recreation Area grass cutting.  Election costs (Invoice not expected until Nov/Dec)  Precept received 12th April 2023 £3696.23.  **Balance at 22/5/2023 £8248.15**  **Payments above approved by everyone present.**  **Update on Lloyds Bank Account**  The Lloyds On Line Bank Account is now open and ready to use. S. Stokes (Clerk & RFO), Cllr M Ainsworth- Hickman and Cllr B Jones are the signatories on the account. (All transactions require two signatures.) Closure and transfer of the funds of the NatWest account will be discussed at the next meeting.  **Budget review**.  The budget for 2023/24 will be re-set when the cost of the Parish Election is advised by SBC. It is regrettable that residents are likely to incur a charge, in the range of thousands of pounds, because of the need for an election, as the cost will eat heavily into the parish reserve account. The Parish Councillors, all of whom were comfortably re-elected, will continue to endeavour to ensure that the hard earned funds of residents are used to the benefit of the entire parish.  Cllr Peter Jones and the clerk will ask the elections office how the costs are calculated. **Action: Cllr P Jones and the clerk.** |
| **23/076** | **Discuss quarterly Parish Council Newsletter.**  Cllr B Jones asked what everyone thought about publishing a Parish Newsletter. The cost would possibly be about £150 for a simple four page overview of the council. It was decided to discuss again at the next meeting with ideas for the content. |
| **23/077** | **Technical & Infrastructure Parish Policies. (Principal B.S Deputy J.L)**  Now that the election has taken place it is an ideal time to address a Confidentiality Policy**. Action clerk**  A councillor – officer protocol document is recommended by NALC and SPCA. The clerk will send out the document for discussion and adoption at the next meeting. **Action clerk.**  Email addresses for council business need to be secure. The clerk will look into how to set up a secure email address for all councillors. **Action clerk.** |
| **23/078** | **Leisure facilities, Recreation Area & Open Spaces (Principal D.F Deputy B.S)**  The clerk will contact SJL Landscapes regarding the grass maintenance at the Norton Bridge Recreation Area. **Action clerk.** Cllr M Ainsworth-Hickman will call into Dawkes to ask about the guarantees on the equipment. **Action Cllr Ainsworth-Hickman.** |
| **23/079** | **Events & Social Funding. (Principal MAH Deputy D.F)**  The date for the Christmas Afternoon Tea was set for 16th December 2023. Cllr S Edge will notify the Parish Hall Committee. **Action Cllr Edge.**  Saturday 17th June - Civic Amenity Visit  Monday 3rd July – Friends Of Norton Bridge Meeting.  Saturday 29th July – Civic Amenity Visit.  Monday 11th September - Joint HS2 Meeting?  Saturday 23rd September - Civic Amenity Visit  Saturday 28th October - Civic Amenity Visit  Saturday 25th November – Civic Amenity Visit |
| **23/080** | **Highway and Footpath Matters. (Principal J.L Deputy R.H)**  Work started on Parsons Bank on 15th May 2023. Once work has been completed contact Street Scene to get the road swept. **Action clerk**  Pot holes on the two roundabouts at Norton Bridge. The road is not assigned/ adopted by County Council. The clerk will ask for an update. **Action clerk.** |
| **23/081** | **Large Infrastructure, Housing & Rail (Principal R.H Deputy B.J) (**To include HS2**.** Any updates and funding).  HS2. It is yet to be understood what essential work will continue during the DFT’s decision to pause the phase 2a of the HS2 line.  The SRCG is intending to hold a public meeting in Yarnfield in May when more information should be forthcoming. |
| **23/082** | **Correspondence.**  **None** |
| **23/083** | **Election update.**  **Reminder**  Return of Election Expenses to the Elections Office **by no later than 1st June 2023.**  Return of Pecuniary Interests forms **by no later than 9th June 2023.** |
| **23/084** | **Planning Updates. (Principal S.E Deputy MAH)**  It was agreed that when planning applications were notified to the Parish Council the clerk will set up a comment sheet and print the application documents from the planning portal. The details will then be passed to each councillor for their comments.  **Planning Application 21/34553/FUL at Izaak Walton Fisheries.**  The application was discussed and everyone agreed to oppose the amended application. The clerk will advise the Case Officer. **Action clerk.**  **Planning Applications 23/37320/LBC & 23/37323/FUL at The Old Post Office & Park View Park Lane.**  The applications were discussed and everyone agreed they had no objections. The clerk will advise the case Officer. **Action clerk.**  **Planning Application 17/27245/FUL** It has been brought to the attention of the Parish Council that extra velux windows have been added and a large window/opening on the flank elevation of the Hatchery. The pitch of the roof does not relate to the plans .The clerk will write to the Enforcement Office. **Action clerk.** |
| **23/085** | **Items for next Parish Council Meeting.**  **Completion of the AGAR 22/23** |
| **23/086** | **Date of next meeting. The next meeting will be held on Monday 5th June 2023 in Chebsey Parish Hall.**  With no further business the Chair thanked everyone for their attendance and closed the meeting at 21.47. |

*S*ue Stokes Clerk to Chebsey Parish Council

29th May 2023

Signature........................................................................Chair Date......................................................