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Chebsey Parish Council

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**Minutes of**

**Chebsey Parish Council meeting held on**

**Monday 13th May 2024 after the Annual Meeting**

**In Chebsey Parish Hall**

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

**In attendance:** S Stokes (Clerk) **Members of the public:** None

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| **24/074** | **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) **)**  No members of the public present. |
| **24/075** | **Apologies.**  Cllr S Edge, Cllr D Foster-Birks Cllr P Jones (SBC) |
| **24/076** | **Declarations of interest, to consider written requests from Cllr’s for the Council to grant a dispensation (S33 of the Localism Act 2011.)**  Cllr M Ainsworth-Hickman Old Mill Farmhouse. |
| **24/077** | **Minutes and Matters arising from the Parish Council Meetings held on 8th April 2024.**  **24/053** Cllr P Jones spoke to the Elections Office regarding the costs of the postal votes for the 2023 Elections but was unable to get a reduction. Cllr J Pert has agreed to speak to the Elections Office on behalf of the Parish Council.  The Royal Portrait has been received and will be displayed in Chebsey Parish Hall.  **24/059** An update was received regarding the speeding penalties at Norton Bridge.  Cllr Samra looked for the Cold Norton sign but couldn’t find it. The clerk will report it to Highways. **Action Clerk.**  **24/061** The clerk has a set of defib pads with an expiry date of September 24, these will be passed to Mr Shaw at Lakesedge, new pads will then be purchased at the beginning of September.  **The minutes of the meeting held on 8th April 2024 were approved as a true record of the meeting. The Chair signed the minutes.** |
| **24/078** | **Finance and Budget. ( Principal B.S Deputy S.E)**  Civic amenities invoice agreed and approved by email. Payment of £826 paid on 1st May 2024.  **Lloyds On line account as at 1st May 2024 £9257.80**  **Payments for Approval in May 24**  G Tech General Maintenance April invoice £168.00 (£28 VAT included.)  SPCA /NALC subscription £182.00  Clerks May salary £323.68  **Balance after payments £8584.12 (**Includes £406.25 ring fenced for defibrillator costs)  CPRE payment will be taken by Direct Debit around the 21st May 2024. The payment was discussed and it was agreed to keep the donation at £36 per year.    Awaiting invoice from Pinewood Energy for Defib cabinet installation at NB.  After discussion it was agreed to obtain a voucher for Afternoon Tea for Two as a thank you gift for Dr Wheeler who completed the internal audit without charge. **Action Clerk.**  **All payments approved by everyone present.** |
| **24/079** | **Complete Annual Governance and Accountability Return for 23/24**  Certificate of exemption signed by RFO & Chair  Total Annual Gross Income £8988.01  Total Annual Gross Expenditure £7399.90.  Annual Internal Audit Report completed and signed by Dr Wheeler on 22/4/24  Section 1 Annual Governance Statement 23/24 questions were read out, answered and agreed by the Parish Councillors, signed by the Clerk & Chair.  Section 2 Accounting Statement 23/24 completed and signed by the RFO and confirmed by the Chair.  Explanation of variances, Bank reconciliation, and confirmation of contact details forms completed. All forms to be displayed on the website.  The certificate of exemption and contact details will be forwarded to the external auditor. **Action Clerk** |
| **24/080** | **Set the dates for the exercise of public rights**  The dates for exercise of public rights will be announced on 31st May 2024 for commencement on 3rd June 2024 and ending on 12th July 2024.  Notification will be on the Notice Boards, web site and Face book page. **Action Clerk.** |
| **24/081** | **Technical & Infrastructure Parish Policies. (Principal B.S Deputy J.L)**  It was agreed to carry forward the discussion about the layout and content fof the Parish Newsletter to the next meeting  .  The new Finance Regulations document was approved and adopted by the Councillors.  It was agreed that Cllr B Samra would be added to signatory for Lloyds on line account. It was also agreed that all payments would require three signatures. The clerk will contact Lloyds Bank. **Action Clerk**  The Terms of Reference were read out, approved and signed by the Councillors..  A request will be made to receive a copy of the training course for the Planning for non planner’s course due to be held on 23rd May 2024. The clerk will contact SPCA for details**. Action Clerk**  Cllr M Ainsworth- Hickman will attend the Stone Liaison Group meeting on 29th May 2024.**Action Cllr M Ainsworth-Hickman** |
| **24/082** | **Leisure facilities, Recreation Area & Open Spaces (Principal D.F Deputy B.S)**  **Update on Norton Bridge Recreation Area.**  Cllr D Foster-Birks provided an email update on the Recreation Area.  The park community clean up working party took place on Sunday 12th May and was a great success, the park is looking great. The clean up took all day, with only a small area still to do. There will be an update at the next meeting regarding repairs that are required.  No further updates on the bus at the moment. |
| **24/083** | **Events & Social Funding. (Principal MAH Deputy D.F)**  25th May - Civic Amenity Visit  3rd June- Parish Council meeting  29th June - Civic Amenity Visit  1st July- Parish Council meeting  27th July - Civic Amenity Visit  2nd September- Parish Council Meeting  28th September - Civic Amenity Visit  7th October – Parish Council meeting  26th October - Civic Amenity Visit  4th November – Parish Council meeting  30th November - Civic Amenity Visit  2nd December – Parish council meeting  Cllr Jeremy Pert nominated Chebsey community group for an Unsung Hero’s award. Eight representatives went for afternoon tea with the Chair of Staffordshire County Council and the Lord Lieutenant on 19th April 2024. A certificate was presented. The Official photos will be on the website and Face book page when they are published.  The Clerk was asked to contact Chebsey Village Trust again regarding their donation to the Chebsey Defibrillator costs**. Action Clerk** |
| **24/084** | **Discuss ACV for Land at Station Road Norton Bridge.**  ACV decision on 22nd April 2024.  The decision made by SBC is a partial decision. The Railway Inn and adjoining car park will be included in the list of assets of community value. The adjoining paddock/field areas will not be listed.  The land and car park have been brought by a local resident who is happy for everything to remain as it is. |
| **24/085** | **Highway and Footpath Matters. (Principal J.L Deputy R.H)**  Highways report 10/12/23 4354956 Pot hole at Lower Heamies Lane work completed 29/4 /24.  Highways report 12/2/24 4368661 blocked gully at Wheelwrights Lane no action taken.  Highways reports 12/2/24 4368667 & 4368669 Pot holes on School Lane treated as non urgent.  Highways report 11/04/24 4383282 Kerbs at Station Road treated as non urgent.  The Councillors requested the Clerk to contact Cllr J Pert to ask for his advice in getting Tommy’s Trail included on the definitive map**. Action Clerk**  A request was made to have the gullies emptied on Parson’sBank. The Clerk will contact SCC. **Action Clerk** |
| **24/086** | **Large Infrastructure, Housing & Rail (Principal R.H)**  HS2 Phase 2a remediation programme. Email received from M Kirkland. In the coming weeks ecologists will be in the area undertaking surveys. Balfour Beatty will be engaging with Landowners to confirm dates and access.  The clerk has emailed SBC for an update on Meecebrook, awaiting their reply. |
| **24/087** | **Correspondence.**  **Email from Vibe2ThriveCIC Practitioners leaflet regarding workshops for 7 to 16 year olds.** It was agreed the clerk will contact them and ask for further details. **Action Clerk**  **Email from Royal British Legion regarding 80th Anniversary of D Day**.  After discussion it was agreed no action would be taken.  **Email from SLCC regarding the Parish Council funding the clerk’s membership**  The clerk is happy with the support from SPCA & NALC |
| **24/088** | **Planning Updates. (Principal S.E Deputy MAH)**  Application 23/38531/FUL Hilcote Cottages has been allowed decision date 7th May 2024.  Local residents have again raised concerns regarding the vast amounts of soil being excavated at Izakk Walton Fisheries. The Clerk did write to the Enforcement Office in February but there has been no update. The Clerk will send a further email. **Action Clerk** |
| **24/089** | **Items for next Parish Council Meeting.**  Parish Newsletter  To agree the lead and deputy roles. |
| **24/090** | **Date of next meeting.**  The next meeting will be held on 3rd June 2024 7pm in Chebsey Parish Hall.  With no further business the Chair thanked everyone for their attendance and closed the meeting at 20.34 |

*S*ue Stokes Clerk to Chebsey Parish Council

16th May 2024

Signed by..........................................................................................(Chair)

Date...............................................