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Chebsey Parish Council

Sue Stokes

357 Stone Road Stafford ST16 1LD

Tel: 07943920070 Email: chebsey.pc.clerk@gmail.com

Minutes of the Chebsey Parish Council meeting held on

**Monday 7th October 2024 at 7pm**

**In St Luke’s Church Hall Norton Bridge**

**Cllr’s Present: Cllr M Ainsworth-Hickman (Chair) Cllr R Hopley (Vice Chair) Cllr B Samra, Cllr S Edge, Cllr D Matthews, Cllr D Wills.**

**In Attendance: Cllr J Pert (SBC SCC) Cllr P Jones (SBC) S. Stokes (Clerk)**

**Members of the public: One**

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| **24/133** | **Welcome**  The Chair welcomed everyone to the meeting.  **Co-option vote and Declaration of Acceptance of Office for Parish Council Vacancy**.  Councillor David Wills was voted on to the Parish Council; he signed the Declaration of Acceptance of Office , witnessed by the clerk. The Terms of Reference were also signed.  **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) **)**  The Chair asked for any public participation. A member of the public said that the felt on the shed at St Luke’s was damaged and asked who would be responsible for the repair. The Chair said it would be the responsibility of the Parochial Church Council and would let them know. **Action: Cllr M Ainsworth-Hickman.**  The same member of the public advised the Parish Council that a resident of Norton Bridge has been attending to the verges and hedges between St Luke’s Church Hall and Tommy’s Trail. The gentleman in question uses and maintains his own equipment and provides petrol /oil to complete the work. The member of the public suggested that the Parish Council consider a contribution to cover the costs. It was agreed the clerk would contact the gentleman, thanking him for his contribution to the community and to ask for details of his expenditure so he can be reimbursed**. Action: clerk**  It was also agreed the councillors would compile a list of known volunteers,to enable the clerk to issue thank you cards. **Action: Councillors**  The Parish Council lawnmower has not been used for two years. After discussion it was agreed that the mower should be made available to the gentleman who has been looking after the verges. Cllr D Wills will contact him and ask if it would be useful. **Action: Cllr D Wills**  Stafford Borough Councillor Peter Jones told the meeting that the Planning Committee had recently received refresher training.  Stafford Borough and Staffordshire County Councillor Jeremy Pert gave an update on the Borough and County Council activities from the past few months. |
| **24/134** | **Apologies.**  Cllr J Lawson |
| **24/135** | **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. |
| **24/136** | **Minutes and Matters arising from the Parish Council Meeting held on 2nd September 2024.**  The Chair stated that the Children’s Home on the Stone Road had been visited by the Enforcement Officer and have been told to put in a retrospective planning application for the car park.  The Elections Office has not replied to Cllr Pert regarding the 2023 Election charge for Royal Mail. Cllr Pert will contact them again. **Action: Cllr J Pert.**  **The minutes of the meeting from 2nd September 2024 were approved as a true record of the meeting by everyone present.** |
| **24/137** | **Finance and Budget. ( Principal B.S Deputy S.E)**  Direct debit £36.00 to CPRE 25th September 2024.  **Lloyds On line bank account balance on 5th October 2024 £5835.72**  **Payments for Approval:**  G.Tec for grass cutting at Norton Bridge Recreation Area £168.00  Clerks October salary £335.28  Defibrillator pads for Chebsey defibrillator (Expiry date Nov 24) £71.94  SPCA Cllr S Edge course attended on 10th September £36.00  Invoice for Chebsey Parish Hall Hire for 25th September 2024 £15.00  Payment for M. Wilson for reimbursement of items for  Norton Bridge Recreation Area £22.24  **Balance after payments £5187.26**  (includes £286.35 ring fenced for defib use.£528.85 used for NB cabinet and pads for Cold Norton & Chebsey)  Cllr D Wills will be attending an SPCA Introduction to Councillors Course on 9th October 2024, the cost of £36.00.  **All the above payments were approved by everyone present.**  Discuss spare pads for Norton Bridge defibrillator. (To be discussed at next meeting)  The treasurer of the Village Trust is still awaiting information from the bank before a donation for the Chebsey Defibrillator can be made.  The precept payment of £3870.17 is due to be paid in this month. |
| **24/138** | **Technical & Infrastructure Parish Policies. (Principal B.S Deputy J.L)**  The clerk attended a meeting regarding changing the domain name to a gov.uk name.  A guide on how to do this has been sent to the clerk and details of the approved registrars. It is not mandatory, but is suggested as best practice in the JPAG Practitioners Guide.  Cllr B Samra has been looking into the implications of the change. He will continue to look at the next steps and discuss at the next meeting. **Action: Cllr B Samra** |
| **24/139** | **Leisure facilities, Recreation Area & Open Spaces (Principal D.F Deputy B.S)**  Cllr D Matthews gave an update on the work carried out at Norton Bridge Recreation Area. The only outstanding item is the Zip Wire. Cllr D Matthews is liaising with Kompan. It was agreed a disclaimer should be put in place advising people not to use the equipment**. Action Cllr D Matthews**  It is thought that people from Norton Bridge are using the bus service regularly. If the bus company have any issues they should contact the Parish Council. |
| **24/140** | **Events & Social Funding. (Principal MAH Deputy D.F)**  October 26th – Civic Amenity Visit  4th November – Parish Council meeting  22nd November- Bingo Night  30th November – Civic Amenity Visit  2nd December- Parish Council meeting.  14th December – Christmas Afternoon Tea  Cllr D Matthews said that at the last civic amenities visit people were turning up with unacceptable rubbish and were being turned away by the operator. Although there is clear instructions on what can and can’t be accepted, the clerk will issue a reminder. **Action: clerk**  The dates for next year’s meetings.  **Chebsey Parish Council Meetings 2025**  January 6th, , February 3rd, , March 3rd , April 7th ,May 12th, June 2nd, July 7th, September 1st, October 6th, November 3rd, December 1st.  **Dates approved by everyone present.** |
| **24/141** | **Highway and Footpath Matters. (Principal J.L Deputy R.H)**  Cllr M Ainsworth-Hickman gave feedback from the Local Transport Plan Meeting on 20th September 2024.After discussing the issues the Parish Council suggested their key issues were, delivery vans in rural communities, the lack of bus and train provisions in rural areas and the need to improve existing footpaths and roads. The clerk will email the issues to [ltp@staffordshire.gov.uk](mailto:ltp@staffordshire.gov.uk) **Action: clerk**  After the meeting Cllr M Ainsworth-Hickman raised the issues of the state of the roads in the Parish including Church Road and the problem with the potholes on the roundabouts on the B5026 which has not been adopted. **Action: P. Lees**  Cllr S Edge raised concerns about the potholes on Scamnel Lane. She will forward the clerk the “what 3 words” so the clerk can report them. **Action: Cllr S Edge & clerk**  Cllr R Hopley raised concerns about the tree roots breaking through the tarmac by the bus stop in Norton Bridge; the clerk will report the issue. **Action: clerk**  Cllr D Matthews has received complaints from some residents regarding parking on the grass verges. It was agreed for a polite notice to be issued by Friends of Norton Bridge.  Email received from a member of the public regarding the state of the road by the telephone box in Chebsey. The clerk has reported it to Staffordshire County Council report number 4406063. . |
| **24/142** | **Large Infrastructure, Housing & Rail (Principal R.H)**  No items raised. |
| **24/143** | **Correspondence.**  Staffs County Council Stoptober 2024.  Email regarding a volunteer who has been keeping the verges and hedges tidy in Norton Bridge. A request for the Parish Council to consider giving help with the cost of the fuel he uses.(see item 24/133)  Email from Tim Middleton regarding E V chargers in the Parish. It was agreed the clerk will forward the email to the councillors for discussion at the next meeting. **Action: clerk.** |
| **24/144** | **Planning Updates. (Principal S.E Deputy MAH)**  Cllr S Edge gave feedback from her Planning for non planners training course.  Planning Application 24/39651/HOU Erection of double garage at Hill Crest Shallowford Road Chebsey. The councillors had no objections to the application. The clerk will advise the Case Officer. **Action:clerk.** |
| **24/145** | **Items for next Parish Council Meeting.**  Cllr responsibilities, gov.uk domain, EV chargers for the Parish. |
| **24/146** | **Date of next meeting.**  The next meeting will be held on 4th November 2024 in St Luke’s Church Hall at 7pm.  With no other business to discuss the Chair thanked everyone for their attendance and closed the meeting at 8.42 pm. |
|  | ***Pursuant to Section1 (2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the public and the press leave the meeting during consideration of the clerks appraisal.*** |
| **24/147** | **Discuss clerk’s appraisal**  It was agreed Cllr M Ainsworth-Hickman would liaise with the clerk regarding her appraisal. **Action Cllr M Ainsworth-Hickman and the clerk** |

*S*ue Stokes Clerk to Chebsey Parish Council 9th October 2024

Signature.................................................................................(Chair)..............................................Date