

WESTON WITH GAYTON PARISH COUNCIL

Minutes of the Parish Council Meeting that took place on Tuesday 10th November 2020 at 7.30pm over the virtual platform Zoom.

PRESENT

Councillor J Griffiths (Chairman), Councillor Mrs H Hart (Vice Chair and Chair of the meeting), Councillor Mrs G Wray, Councillor D Leake, Councillor D Icke, Councillor M Hardenberg, Councillor A Hopkin, Councillor G Church and Parish Clerk Mrs A Kingston

2 members of the public

Councillor Hart Chaired the meeting due to concerns with Councillor Griffiths internet connection.

APOLOGIES

Staffordshire County Councillor J Francis.

PARISH COUNCIL MINUTES

2805 MEETING 13th OCTOBER 2020 – RESOLVED that the minutes of the Parish Council (PC) Meeting held at 7:30pm on the 13th October 2020 be confirmed and signed by the Chairman as proposed and seconded by Parish Councillors Hopkin and Church.

DECLARATIONS OF INTEREST

2806 None

PARISH PLAN

2807 The plan will be amended to state no further action required with regard to light pollution in Gayton.

ANNOUNCEMENTS AND NOTICES

2808 Staffordshire Parish Council's Association have released a training bulletin and updated website with a range of new training courses for Clerk's and Councillors.

2809 Notice of a planned road closure at the A51 Lichfield Road in Little Haywood from its junction with Main Road, Great Haywood to its junction with Main Road, Colwich. This order will come into operation on 1st December 2020 between the hours of 7pm and 5am and should be completed no later than 12th December 2020.

2810 Notice of planned road closure at Sandon Bank, twenty metres either side of the railway bridge from 23rd November between the hours of 8am and 4pm. This will be completed in approximately 3 days.

2811 Contacts for our local PCSO's are now Lisa Goring and Lyndsey Brough.

PUBLIC PARTICIPATION

2812 A local resident informed the PC that planning application 20/33176/HOU at the Croft, Church Lane, Gayton, had been withdrawn at the request of the applicant.

REPORT FROM STAFFORDSHIRE COUNTY COUNCILLOR

2813 Staffordshire County Councillor John Francis was not in attendance to provide a report.

REPORT FROM STAFFORD BOROUGH COUNCILLOR

2814 Stafford Borough Councillor Francis Beatty was not in attendance to provide a report.

REPORT FROM VILLAGE HALL MANAGEMENT COMMITTEE (VHMC) REPRESENTATIVE

2815 The Village Hall AGM was held on 27th October. Committee representatives remain unchanged.

2816 The Post Office is open 10am – 1pm Monday and Wednesday.

2817 Arrangements for the residents of Spencer Close to use the Village Hall as a refuge in the event of flooding have been put in place.

DEVELOPMENTS

2818 Planning application 20/33176/HOU at The Croft, Church Lane, Gayton. This application has been withdrawn at the request of the applicant.

2819 Planning application 20/33298/COU at Kents Farm Barn, Church Lane, Gayton. **RESOLVED** the PC have no objections to this application.

2820 Planning application 20/33346/COU at Disused Barns Opposite Sunnyside, Hartley Green Road, Gayton. This was received after the Agenda was published and so no formal response can be made at this meeting. It was agreed not to hold an extra ordinary meeting to consider this application.

TREES AND CHILDREN'S PLAY AREA

2821 The new slide has been installed and feedback has been positive.

2822 The latest inspection reports from the Play Inspection Company for the Play Area and the MUGA & Skate Park were received and noted. A programme of routine maintenance will be completed during the winter months.

2823 ACS Consulting have undertaken the tree survey on the Village Green and will be producing a report shortly. Verbal feedback on indicates there are no issues of significant concern. Councillor Wray has an Oak Tree which requires re-planting on the Village Green. Councillor Griffiths to collect.

HIGHWAYS AND RIGHTS OF WAY

2824 County Councillor John Francis has informed the Clerk that work to resolve the potholes at the A51 and A518 junction is in the Highways work programme for quarter 1 2021/22.

GROUND MAINTENANCE CONTRACT

2825 A number of companies have expressed an interest in quoting for the GM contract but no quotes have been received to date. **RESOLVED** to extend the deadline for quotes to the 27th November 2020.

2826 A working group will meet on 1st December to review details of quotations received and identify any additional questions/clarification required prior to the final review and decision at the next PC meeting.

2827 A discussion was held regarding GM contributions to both St. Andrew's and St. Peter's Church. This included a review of the legal powers to provide GM services to open churchyards and the possibility of providing a grant rather than directly providing the service. Councillor Griffiths proposed the GM contract be split into three individual contracts as follows;

- Gayton (but showing the price split between the Village Hall and St. Peter's Church)
- St. Andrew's Church, Weston
- The rest of the Weston GM Contract excluding St. Andrew's Church.

Councillor Hopkin Declared an interest as Church Warden for St. Andrew's Church and withdrew from the vote.

The motion was put to a vote and carried with six votes in favour, one against and one abstention.

The Clerk will inform companies already engaged to provide their quote to the new requirement of three individual quotes as opposed to one for the whole area. They may also choose to quote for one, two or all three elements as they prefer.

RECRUITMENT OF PARISH CLERK/RESPONSIBLE FINANCE OFFICER

2828 The Parish Clerk has tendered her resignation and will leave the PC on the 31st January 2021. The post has been advertised on the PC website, PC Facebook page and in the Staffordshire Parish Council's Association website and weekly bulletin.

2829 Proposal to establish a Staffing Committee to manage the recruitment process and deal with issues relating to HR and staffing was put to a vote. **RESOLVED** by unanimous agreement to establish a staffing committee with delegated responsibility for recruitment and selection. Committee members to be the Chairman, Vice Chairman, Councillor Hardenberg and Councillor Church.

CLERK REPORT

2830 RESOLVED that the PC approve payments listed below and included on the monthly Statement of Accounts/Receipts and Payments.

- Clerk expenses - £16.00
- Ground Maintenance work for August including Dog Bin Maintenance - £1874.40
- Zoom subscription for October (shared with Hilderstone PC) - £6.99
- SPCA Training - £50
- Play Inspection Company October Inspections - £180
- Wicksteed Slide and Installation - £10,172.40
- Councillor Hopkin, reimbursement for Poppy Wreath for Remembrance - £19

2831 A discussion was held regarding banking and payment arrangements during the continuing coronavirus pandemic. **RESOLVED** by unanimous vote to continue with the suspension of financial regulations to allow payments to be made via electronic transfer until such a time as it is safe to meet again in person. Financial checks and reconciliation against bank statements will be reviewed by the Chair and Vice Chair.

2832 The revised draft budget for 2021-22 was considered. Costings are required for the Grounds Maintenance contract before this can be revised further.

CORRESPONDENCE

2833 An email regarding the potholes at the A51 and A518 junction.

DATE, TIME AND VENUE OF NEXT MEETING

2834 Parish Council meeting Tuesday 8th December 2020 at 7:30pm using the virtual platform Zoom.

**HILARY HART
VICE CHAIRMAN**