

MINUTES OF THE MEETING, TATENHILL AND RANGEMORE PARISH COUNCIL, 7th SEPTEMBER, 2021, COMMENCING AT 7.30 P.M HELD AT TATENHILL VILLAGE HALL

Present: Cllr E Coleman (Chair)
Cllr J Bristow
Cllr P Shipley
Cllr D Milner
Cllr M Jones

In attendance: Mrs K Lear (Clerk)

1/7-9-21 Apologies

Apologies were received and accepted from County Cllr J Jessel, Borough Cllr B Ashcroft and Parish Cllr D Walford.

2/7-9-21 Declarations of interest and dispensation requests:

Cllr D Milner wished to declare an interest when planning application P/2021/01135 was discussed.

3/7-9-21 Minutes of Previous Meeting:

Res 289 Resolved: that the Minutes were an accurate and factual record of the meeting held on 3rd August 2021.

4/7-9-21 Public participation: No members of the public were present

5/7-9-21 Third Party Reports

Staffordshire Police Report was noted.

Members requested that the clerk establish if the culvert was now operational following recent works.

6/7-9-21 Clerks Report

Res 290 Resolved: that the clerk establishes costs and designs for signage for the trim trail open space and also the gym equipment near to the Village Hall.

The picnic table works had not been carried out yet. Clerk to chase contractor.

The recent works at the junction of Branston Road/Main Street were noted. Members felt the grass verges had been damaged.

Clerk advised that almost all parish council .gov email addresses had been set up. Clerk confirmed that a separate email address for Chairman could be set up.

The bank mandate change had not been received for Cllr Jones. Clerk to process another application.

Quarterly newsletter had been produced. A local resident had offered to distribute some copies on behalf of the parish council.

Following resignation of Cllr H Pointer. The casual vacancy had now been displayed. If no application comes forward, the parish council will have the opportunity to co-opt a member.

Council have still not received the Community Speed Watch signage for Tatenhill Common. Clerk has chased.

7/7-9-21

Member agenda items:

i) SCC Meeting

Cllrs E Coleman, M Jones, J Bristow and P Shipley had met with SCC Highways to discuss the possible traffic calming works which could be considered once the S106 monies had been released. It was suggested that 2 or 3 ideas should be considered to present to the community which are within the budget available.

ii) Traffic management working group

Members agreed that the working group would explore options available and present to council their recommendations. The group would also liaise with Staffordshire County Council and other appropriate bodies as part of their investigation works.

Cllrs P Shipley and M Jones agreed to explore ideas for the above. Cllr Coleman confirmed that she would like to attend any meetings if she was available.

iii) Social Media Training report

Cllr Jones had attended the training. He advised council that it was important to have the parish council logo on all media.

Members agreed that more face book postings were required.

iv) Annual parish meeting – 29th September 2021

The event had been advertised in the parish council newsletter. Information boards to be ordered and then displayed prior to the event. Event will commence at 3.30 until 5.30 pm at Tatenhill Village Hall.

v) Policy review

Res 291 **Resolved:** that Code of conduct policy be adopted.

Res 292 **Resolved:** that Disciplinary procedure policy be adopted.

Res 293 **Resolved:** that Grievance procedure policy be adopted.

8/7-9-21 **Financial Matters:**

i) Payments

Res 294 **Resolved:** that the following payments be processed

Payee	Amount	VAT	Explanation	EP/ GPC
K Lear/ HMRC/SPF	£847.75		Payroll – August 2021	EP/ GPC

Mazars	£240.00	£40.00	Limited assurance review	EP/GPC
Perennial Landscape	£220.80	£36.80	Monthly grass cutting	EP/GPC
Tatenhill Memorial Village Hall	£36.00		Room hires for meeting 7/9/21 and 3/9/21	EP/GPC
K Lear	£128.35		Office/travelling. Approved by Chair and personnel committee.	EP/GPC
DSK	£72.00	£12.00	Quarterly play inspections	EP/GPC
Parkers and Sons	£129.00		Newsletter printing	EP/GPC
Countryside charity	£36.00		Membership renewal	EP/GPC
Total	£1721.90			

The following expenditure was approved at the last meeting and processed under delegated powers.

Payee	Amount	VAT	Explanation	EP/GPC
Morelock	£1734.00	£289.00	SID	EP/GPC
M Systems	£25.20		.gov emails. Note: Now direct debit	EP/GPC
Screwfix	£27.99	£4.66	Ladder (SID maintenance requirements)	EP/GPC

Cllrs D Milner and J Bristow agreed to release the payments. Members agreed that the clerk would set up her salary payment for the 28th of the month. This would prevent any avoidable additional costs.

ii) Grant applications

No grant applications had been submitted.

iii) Audited AGAR

The external audit had been noted. Parishioners had been made aware of the conclusion of audit.

iv) Report from Finance and Policy Committee

The Chairman advised members that the Finance & Policy Committee had met.

Expenditure for April to July were within budget. No virements were required.

The Chairman presented to council a proposed strategy/business planning workshop which would be facilitated by an external consultant. Members agreed that it would be a good investment to enable the council to prepare plans for the council for the remaining term of office for the current council and also one year into the new council 2023 to ensure some stability.

It was agreed that the outcome of the session would be a revised strategy and business plan.

Res 295 **Resolved:** that the clerk books the session. Cost £525.00.

9/7-9-21 Correspondence

i) Planning applications

P/2021/01135 – All Saints School – Crown reduction of oak tree. No objections. Council requested that the tree officer at ESBC reviewed this too as there was a possible query as to whether the tree in question was a TPO tree.

ii) Resident enquiries

A resident had advised members that Himalayan Balsam has appeared on either side of the school bridge. Members agreed that these matters have to be addressed by the riparian land owners.

iii) Speed watch additional items.

Members agreed that any additional items required for speed watch had to be approved by the Community Speed Watch Co-ordinator.

iv) Community Woods Network Event Invitation

Cllr Bristow confirmed that she would be attending the above to represent the parish council.

10/7-9-21 Items for information

Members agreed that Cllr J Bristow would meet with Sharkey Forestry to discuss a woodland management plan. Update to be given at the next meeting.

Signed:

Date: