

**THE ANNUAL MEETING OF STRETTON PARISH COUNCIL
WAS HELD ON WEDNESDAY 10th MAY 2023 AT 7.00PM
AT THE PRIORY CENTRE, STRETTON**

The following members of the Council were present:

Cllr E Pritchard	Chair
Cllr K Winson	Vice Chair
Cllr M Goode	
Cllr M McKiernan	
Cllr M Low	

Also present was the clerk, SCC Cllr Peters and members of the public.

Cllr J McKiernan opened the meeting with a reflection of his past 10 years as Chair and the work undertaken such as Jinny Trail drainage, Sonia's Orchard, Woodland Walk, Neighbourhood Plan adoption, wildflower areas and remembrance services / Jubilees. Cllr McKiernan advised that it had been a privilege to be Chair over this time and felt that it was now time to handover to someone else.

1. ELECTION OF CHAIR AND VICE CHAIR

2324-001

The Clerk asked for nominations and seconders for the position of Chair.

Cllr E Pritchard received a nomination from Cllr Low and seconded by Cllr Winson.

There were no other nominations.

Cllr E Pritchard was elected to the position of Chair and signed the Declaration of Office.

Cllr K Winson received a nomination for Parish Council Vice Chair from Cllr Pritchard and seconded by Cllr McKiernan.

There were no other nominations made.

Cllr K Winson was unanimously elected to the position of Vice Chair.

2. PRESENTATION TO RETIRING COUNCILLOR SAM TILLEY

2324-002

The Clerk read out the email received from Mr Tilley who was not able to attend the meeting.

Cllr Winson agreed to take the gift to Mr Tilley in recognition of his 20 years service.

3. PUBLIC QUESTION TIME AND PRESENTATION OF PETITIONS

2324-003

The Chair reminded that public question time was available to registered local government electors of the Parish to ask a question on any matter of which the Parish has power or present a petition.

A member of the public informed of the increasing amount of pot holes on roads around Stretton and the poor repairs that have been made in some instances; and enquired about warranty on repairs. The member of the public also raised the parental parking around Dovecliff Crescent which is inconsiderate and is destroying the grass verges and green space. The Chair confirmed that potholes and parking were not Parish Council responsibilities but reporting of problems and discussing with the County Council had been undertaken on behalf of residents. SCC Cllr Peters informed that the County Council had committed an allocated amount to tackle highway issues and that works on resurfacing Main Street and Claymills junctions had been approved. There is also a commitment to repair pot holes and he has been lobbying hard for Stretton.

Another member of the public commented that she had been told that a school had been fined by the Highway Agency regarding inconsiderate parking by parents. SCC Cllr Peters advised that parking was an offence dealt with by County Council Enforcement Team and that they regularly visited areas.

A member of the public asked why the Parish Council had not decorated Stretton to mark the King's Coronation. Cllr McKiernan replied that the Parish Council had discussed this and decided that there had not been any requests or suggestions for marking the event and also the lack of volunteers to assist made it difficult.

The Chair commented that it is hoped moving forward that the Parish Council can join with other organisations and find volunteers.

4. APOLOGIES

2324-004 There were no apologies to be received.

5. DECLARATION OF INTERESTS

2324-005 There were none to disclose with regard to agenda items. Cllrs were asked to complete and sign annual declarations.

6. APPROVAL OF MINUTES OF THE MEETING TUESDAY 11th APRIL 2023

2324-006 The circulated minutes were approved as a true and accurate record following a proposal from Cllr McKiernan and seconded by Cllr Winson with all present in favour.

7. ACTIONS UPDATE FROM PREVIOUS MEETING

2324-007 A copy of the action update had been circulated prior to the meeting.

	REFERENCE	ACTION POINT	FOR WHOM	ACTION TAKEN
1	2223-035	William Shrewsbury Grave	Clerk / Cllr Pritchard	St Mary's Church contacted and given approval. Archdeacon advised faculty required – application submitted. Quote for work obtained. The Diocese have asked questions about the work.
2	2223-115	Replacement play equipment	Clerk	Meeting scheduled for January with Wicksteed - purchased - installation by end of May
3	2223-110	Remuneration Committee	Chair	Arrange a meeting - see agenda item
4	2223-132	Exterior Painting	Clerk	Quotation obtained - May / June
5	2223-153	Tree removal works adjacent to Beech Avenue	Clerk	Letter sent to address supplied No response received Chaser letter to be sent
6	2223-176	Anglesey Parish Council - network group of Parish Councils	Clerk	Advised of wish to be included
7	2223-176	Advertising Councillor vacancies	Chair / Clerk	Posters to be developed

8. ELECTION OF MEMBERS FOR THE OPEN SPACE COMMITTEE AND TRUSTEE REPRESENTATIVES FOR THE PRIORY CENTRE MANAGEMENT COMMITTEE

2324-008

Due to the number of councillors currently on the Council it was agreed to defer this item until there were sufficient councillors to form committees. Items would be addressed at full council meetings.

All current councillors would be Trustee Representatives for the Priory Centre Committee.

9. ACCEPTANCE OF STANDING ORDERS, FINANCIAL REGULATIONS AND CODE OF CONDUCT

2324-009

A copy of the Standing Orders, Financial Regulations and Code of Conduct had been circulated prior to the meeting and the Clerk advised that no changes had been made to the documents.

Cllr McKiernan stated that Item 4.1 of the Financial Regulations was unclear with a gap of £500 in the amounts that could be delegated to a committee or the Clerk. Cllr Goode proposed that the amount delegated to the Clerk should be changed to say "... for any items below £1000". This was seconded by Cllr Winson with all present in favour.

Cllr McKiernan stated that Item 7.4 should also include the Parish Council Chair in the list of those who can inspect/review the salaries record. Upon discussion it was agreed that the Parish Council Chair would be a councillor who could demonstrate a need to know (item a on the list) by the fact that the person had been voted as Chair, therefore no change was needed.

Cllrs present unanimously accepted the Standing Orders, amended Financial Regulations and Code of Conduct.

10. INTERNAL AUDIT REPORT

2324-010 A copy of the Internal Audit Report had been circulated prior to the meeting. The report was again complementary of the Council and its practices, and did not contain any areas of concern or actions to be taken.

Cllrs present unanimously accepted the report.

11. PARISH COUNCIL INSURANCE PREMIUM

2324-011 The Clerk advised that the annual insurance premium was due for renewal on 1st June 2023 and confirmed that the cover was more than adequate and in line with previous years. The cost of the premium £2129.21 from BHIB Councils Insurance. Cllr Low proposed acceptance of the renewal, seconded by Cllr Goode with all present in favour.

12. REPORTS BY STAFFORDSHIRE COUNTY COUNCILLORS, EAST STAFFORDSHIRE BOROUGH COUNCILLORS AND STAFFORDSHIRE POLICE.

2324-012 The Chair commented that it is a frustration that there are no police present at meetings and that the monthly reports have ceased to be received.

SCC Cllr Peters advised :

- Sum of money has been made available to rectify the pot hole problem across the County and asked for information on areas to be added to the list
- The pavement along Hillfield Lane has now been addressed
- County Council have a contract with Amey for the highways repairs and they in turn sub-contract out. SCC are addressing the standard of workmanship and holding to account the contractors and work.
- The grant allocation for community projects in 2023/24 has been agreed at £2,500 per councillor

A member of the public interjected the discussion to remark on dog fouling incidents and also the lack of rubbish bins in areas. It was noted that ESBC Enforcement are responsible for the enforcement of dog fouling and the Chair commented that the Parish Council could investigate having additional bins along the Jinny Nature Trail and Woodland Walk.

13. DATE TIME AND VENUE OF NEXT MEETING

2324-013 The next meeting was scheduled for Tuesday 6th June 2023 at 7.00pm at the Priory Centre.

14. PLANNING APPLICATIONS AND PLANNING MATTERS

2324-014 The Clerk had circulated a register of valid planning applications with status, prior to the meeting, for consideration and updated on the current status.

15. FINANCE

- 2324-015 A copy of the payment schedule below was circulated at the meeting and payments were approved following a proposal by Cllr Winson n and seconded by Cllr Low with all present in favour.

Payment Code	Transaction	Description	Payment
DD	Right Fuel Card	Diesel	£55.84
BAC090423	C Allen	Salary	£1,160.73
BAC100423	A J Smith	Salary and reimbur	£2,870.22
BAC110423	HMRC	PAYE / NI Confs	£1,077.92
DD	The Peoples Pension	Pension Confs	£478.24
DD	Right Fuel Card	Diesel	£54.50
BAC010523	C Winson	General Maint	£2,130.74
DD	Right Fuel Card	Diesel	£59.53
BAC020523	Prince & Sons	Cleaning	£216.00
BAC030523	H Hutson	Bus Shelter Window Clean	£150.00
BAC040523	Rainbow Waste	Wheelie bin and empty	£367.52
BAC050523	Viking	Stationery	£40.57
BAC060523	G C McCulloch	Litterpicking	£634.00
BAC070523	Auditing Solutions	Internal Audit	£576.00
BAC080523	Rialtas Business Solutions	Accounting and Booking Software	£1,324.29
BAC090523	Home & Trade	Maint Materials	£19.61
BAC100523	Boston Seeds	Wildflower Seed	£299.99
BAC110523	Parish Online	Mapping and Info Software	£180.00
DD	BT	Tele and BB	£76.78
DD	EDF Energy	Electric Changing Rooms	£72.69
DD	EDF Energy	Electric Floodlights	£70.50

- 2324-016 The Clerk circulated a copy of the current years budget and allocated areas. There were no questions raised in relation to the budget.

- 2324-017 The Clerk advised that a couple of the bus shelters were in need of panel repairs which would cost £757.50 in total from the manufacturer/installer of the shelters. The Clerk had also obtained a quotation from the manufacturer to undertake a structural condition survey of all other shelters - £845. Cllr Winson proposed acceptance of both quotes which was seconded by Cllr Low and carried unanimously.

- 2324-018 The Clerk advised that a resident had contacted to report suspected Japanese knotweed on Station Walk, the groundsman had informed that it was not knotweed but the resident was not happy with this explanation. The Parish Council agreed that whilst it respected and trusted the advice from groundsman, clarification from a specialist contractor should be sought.

16. DAMAGE CLAIM

- 2324-019 The Clerk had circulated information and photographs regarding the damage claim. Upon discussion it was unanimously agreed that the claimant should process this via insurance and the Clerk to provide the insurance details.

17. RENUMERATION COMMITTEE

- 2324-020 The Chair confirmed that a meeting to finalise the discussions would be held asap.

18. ANY OTHER BUSINESS

- 2324-021 Cllrs discussed the prepared posters for advertising for Parish Councillors. Cllr Low informed that Mr Slater and Mr Parsons (ESBC nominees) would be interested in joining – the Clerk to contact Mr Slater. Cllr Goode agreed to contact Mr Holmes who had previously applied. It was also agreed that the two posters prepared be put up at the Jubilee Playing Field for the Gala.

Councillors discussed the meeting procedures and it was agreed that copies of the agenda be made available to the public during the meeting and along with this a reminder that Parish Council meetings are open for the public to attend as observers and they will directed to contribute to the public item via the Chair.

It was also agreed to have a public signing in book at meetings.

SIGNATURE

DESIGNATION

DATE