

**A MEETING OF STRETTON PARISH COUNCIL
WAS HELD ON TUESDAY 3rd OCTOBER 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 G Holmes	
Cllr L Bullock	(ESBC Cllr)

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

1. PUBLIC QUESTION TIME AND PRESENTATION OF PETITIONS

2324-068

The Chair opened the discussions.

Several residents attended the meeting.

A complaint was made regarding a black van that travels through the village with its music very loud. This has been reported to the police who referred the resident to Highways. Highways then suggested that this could be an enforcement issue with ESBC.

A complaint was made regarding vehicles parking by the bus stop on Main Street outside the Methodist Church, resulting in the crossing becoming dangerous. SCC Cllr Peters asked for photographs so that representation can be made with Highways.

A resident advised that the drains along Church Road and Bridge Street have not yet been cleared and have been overflowing during recent heavy rainfall. The resident was urged to report via "My Staffs" and contact Cllr Peters if no response is received in 2 weeks.

A resident enquired if the Parish Council knew what was being done with the boarded up Trent & Dove flats. The Clerk replied that the Parish Council had asked the question but had been informed that it was not the business of the Parish Council and then ignored further correspondence. ESBC Cllr Bullock to make enquiries.

2. APOLOGIES

2324-069

Apologies were received and accepted from Cllrs Low, McKiernan and Slater.

3. DECLARATION OF INTERESTS

2324-070

There were none to disclose with regard to agenda items.

4. APPROVAL OF MINUTES OF THE MEETING ON TUESDAY 5th SEPTEMBER 2023

2324-071

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

5. ACTIONS UPDATE FROM PREVIOUS MEETING

2324-072

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

	REFERENCE	ACTION POINT	FOR WHOM	ACTION TAKEN
1	2223-176	Anglesey Parish Council - network group	Clerk	Advised of wish to be included Action Closed due to lack of response
2	2223-176	Councillor vacancies	Chair / Clerk	Posters developed and erected
3	2324-017	Bus Shelter Repairs / Surveys	Clerk	Order placed - Repairs completed Awaiting survey results - not received Action Closed

4	2324/044	ESBC - Standards Committee	Cllr McKiernan	Expression of interest made and successful. Action Closed
5	2324/051	Seating - Bitham Comm Park	Clerk	Options and costings agreed - order placed. Site meeting with Cllr McKiernan agreed positions. Mr Ball advised and confirmation to be sent.
6	2324/051	Councillor Profiles	Chair / Cllrs	Provide information for posting on social media and website
7	2324/051	Councillor Surgeries	Clerk/ Cllr Slater	To liaise regarding use of the Parish Room
8	2324/052	Overhanging Branches Jinny / Craythorne	Clerk	Meeting held with contractor - work to be undertaken late November
9	2324/052	Cycling along Jinny Trail	Chair / Clerk	Agreed to refer this discussion to the Open Spaces Committee
10	2324/053	Names - Memorial	Clerk	Meeting arranged with contractor - work cannot take place until Summer 2024 due to weather conditions Advise family of update
11	2324/058	Christmas Displays	Clerk	Order placed for solar trees - Station Walk Order to be placed for other trees Action Closed
12	2324/059	Wheelchair Friendly Play Equipment	Clerk	Site meeting held with contractor - awaiting quotation / drawings
13	2324/059	Noticeboard - The Precinct	Clerk	Board erected on side of chemist Action Closed
14	2324/061	Information Flyer	Clerk	Flyer produced and Cllr Holmes distributed along Craythorne Road

6. VERBAL REPORT FROM MEETING WITH STAFFORDSHIRE HIGHWAYS

2324-073

The Clerk informed that SCC Highways had acknowledged that Stretton had been affected by local developments but not had any Section 106 monies for improvements. The Highways team have allocated approximately £140,000 for traffic measures in Stretton. Following the discussion, it was agreed that feasibility reports are to be prepared for Craythorne Road area and also Church Road / Claymills. A consultation will then be undertaken. The Chair informed of the consideration that must be made on the type of traffic calming to maintain bus services.

7. UPDATE ON ISSUES FROM RESIDENTS AT SEPTEMBER MEETING

2324-074

SCC Cllr Peters advised that the drains and verges had been reported to Highways during the meeting held along with the concerns from residents regarding HGV use of the road, speeding traffic and lack of footpaths and maintenance.

The Chair informed that ESBC Cllrs Slater and Bullock had arranged for PCSO's to meet with the residents affected by anti-social behaviour; and that Cllr Slater was helping with the letter for sending to Kate Kniveton MP.

SCC Cllr Peters asked if residents could provide photographs of the vehicles and verge problems to build up an evidence base and confirmed that he had asked SCC Highways about weight restrictions being put in place.

8. ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN - COMPLETED AUDIT

2324-075 The Clerk had circulated a copy of the completed report and letter from Mazars along with an explanation of the comments made.

Letter from Mazars :

Minor Scope for Improvement in 2023/24

The Council has left the name of the Council blank. Although the answer could be inferred from other answers on the Annual Governance and Accountability Return (AGAR) the Council should ensure all boxes are filled in, marking nil or not applicable where appropriate. The internal auditor also left the question on bank reconciliations blank on the AGAR, although it was clear from their more detailed report that bank reconciliations were covered and found to be in order. The Council should ensure all boxes in the internal audit section of the AGAR are filled in by the internal auditor, marking nil or not applicable where appropriate.

Both are correct – complete oversight by both parties

In undertaking the review of the 2022/23 Annual Governance and Accountability Return it came to our attention that in 2023 the Council has not met the requirements of the 2015 Accounts and Audit Regulations to start the period of 30 working days for the public to inspect the accounts the day after the AGAR was published and to do so as soon as possible after it was approved. The Council should ensure that in 2023/24 they comply with the Regulations.

The announcement of the notice was dated 22 May 2023 and should have been 4 June.

External Auditor Limited Assurance Opinion 2022/23

The Council asserted in its Annual Governance Statement that during 2022/23 it took reasonable steps to comply with laws and regulations and met the requirements regarding public rights, but the completion notice and or audit report at the conclusion of the 2021/22 audit were published after the statutory date of 30 September set by the Accounts and Audit Regulations (2015). In 2023/24 the Council needs to put in place arrangements to ensure that it fully complies with the Accounts and Audit Regulations.

The AGAR and completion notice were posted on the website on 4 October but I am told that this should have been done by 30 September

The Council has valued fixed assets in 2022/23 and 2021/22 on different accounting basis. Fixed assets at Box 9 were revalued but the 2021/22 figure was not restated so assets for that year were still valued at historic cost. In 2023/24 the Council should ensure that the Annual Governance and Accountability Return is prepared in accordance with proper practices.

Having undertaken some research on this it would appear that a lot of councils have had this raised this year. The auditor is stating that because the Parish Council had its buildings valued it should either have kept the original figures for the asset register or restated (changed) the value for the previous year. I pointed out that the valuation was not a market valuation for sale as this is not possible as there is not a market for changing rooms or village halls! The valuation was for a replacement valuation. There is some work needed on how this should be presented next year and I am going to discuss with the internal auditor and it may also be that due to the amount of assets we have we look at having some specific software for asset management.

9. OPEN SPACE ITEMS

2324-076 Wicksteed Play Equipment Inspections – Copies of the reports had been circulated prior to the meeting.

The Clerk advised that she had gone through the reports with Chris Winson and some low risk items could be addressed.

The Clerk has raised an order with Wicksteed to undertake the repairs to the trampoline.

The Clerk advised that during the meeting with the supplier of the inclusive play equipment it was highlighted that the gate onto the play area at Jubilee Playing Field could be a different colour to the fencing to point out the entrance/exit. The Clerk to include this with the scope of works for painting in 2024.

10. HEALTH AND WELLBEING – SPCA

2324-077

The Chair and Clerk informed that Staffordshire Parish Councils' Association and SCC are working in partnership on a project to support Staffordshire town and parish councils to deliver health and wellbeing initiatives. The Clerk advised that the person employed has now left and recruitment of a new Officer is underway.

It was agreed to explore this further when the Officer in post.

11. CORRESPONDENCE RECEIVED

2324-078

- ESBC -Ward Enhancement Programme. A copy of the information email had been circulated prior to the meeting and the contents noted.

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

2324-079

SCC Cllr Peters advised :

- Resurfacing works at Claymills are progressing.
- Reminder that pot holes and blocked drains are being repaired but need to be reported via the "app"
- Of his role as Governor at the Queens Hospital and that assurances have been given that emergencies are being dealt with and keeping people safe continues to be the main priority during the industrial action.
- The SCC Health Scrutiny Committee are investigating GP access systems but patients must be aware that they may not always see a GP unless they specifically request this.

ESBC Cllr Bullock advised:

- Works on the Claypits and Butterfly Garden are scheduled for the Spring 2024
- The towpath improvement works are due to commence very soon and will be completed by Spring 2024
- Awaiting a response from Trent & Dove in relation to the garages adjacent to St Marys Drive. Agreed to ask about the Main Street flats during discussions.

The Chair informed that ESBC Cllr Slater had advised

- of the celebration event at Burton Town Hall giving members of the Windrush Generation freedom of East Staffordshire.
- That consultations will be taking place on the Market Hall provision and on use of the building in High Street.

13. DATE TIME AND VENUE OF NEXT MEETING

2324-080

The next meeting was scheduled for Tuesday 7th November 2023 at 7.00pm at the Priory Centre.

Neighbourhood Development Plan Review Committee – Tuesday 17th October 2023 at 5.30pm

Open Spaces Committee – Tuesday 14th November 2023 at 5.30pm

14. PLANNING APPLICATIONS AND PLANNING MATTERS

2324-081

The Clerk had circulated a register of valid planning applications with status, prior to the meeting, for consideration. There were no comments to be made.

15. FINANCE

2324-082 A copy of the payment schedule below was circulated at the meeting and payments were approved following a proposal by Cllr Pritchard and seconded by Cllr Winson with all present in favour.

Payment Code	Transaction	Description	Payment
DD	BT	Priory wifi	£162.54
DD	Right Fuel Card	Diesel	£4.80
BAC110923	C Allen	Salary	£1,160.53
BAC120923	A J Smith	Salary and reimbur	£2,172.72
BAC130923	HMRC	PAYE / NI Conts	£1,114.51
DD	The Peoples Pension	Pension Conts	£607.72
BAC001023	Defibshop	New adult defib pad	£91.74
BAC011023	Mazars	External Audit	£756.00
BAC021023	Rainbow Waste	Wheelie bin and empty	£302.23
BAC031023	J Hutson	Bus shelter window clean	£150.00
BAC041023	C Winson	General Maintenance	£2,510.00
BAC051023	Noticeboard Company	Noticeboard Precinct	£659.50
BAC061023	Glasdon	Bin Bags	£265.92
BAC071023	Wicksteed Leisure	Play Equip Inspections	£320.76
BAC081023	Prince & Son	Cleaning Changing Rooms	£126.00
BAC091023	Campion Bros	Mowing	£2,352.00
BAC101023	G C McCulloch	Litterpicking and maintenance	£634.00
DD	BT	Tele and BB	£77.93
DD	Right Fuel Card	Diesel	£4.80
DD	EDF Energy	Electric Changing Rooms	£166.74
DD	EDF Energy	Electric Floodlights	£147.67

2324-083 The Clerk circulated a copy of the current years budget and allocated areas. There were no questions raised in relation to the budget.

2324-084 The Clerk advised that Rialtas who supply the accounting and booking software also provide an asset management package. The cost would be £525 for the first year. Following discussion Cllr Pritchard proposed purchase of the software, seconded by Cllr Winson with all present in favour.

16. ANY OTHER BUSINESS

2324-085 The Chair advised of her concerns regarding the Brewers 10k and 5k races that are due to take place on 29th October. Roads around Stretton will be closed for up to 3 hours on the Sunday morning. Last year signage advising of the road closures had been in place up to 5 weeks prior to the event giving lots of notice to residents but there had still been problems for marshals on the day. The Chair provided background.

The letter sent out by Run Through (running the event on behalf of Burton Albion) sent out introductory letters to participants advising that there would be ample parking in neighbouring streets. The Clerk had written to Burton Albion regarding this and was advised that this would be amended. The Clerk had again written to Burton Albion regarding the preparations last week and had been advised of the letter that would be delivered to households affected.

Cllrs agreed to write to Run Through / Burton Albion and copy in Ben Robinson asking:

1. How many houses, and on which streets, have received a personal letter about the 10k? There are few roads on the route through Stretton and Rolleston that will not be affected and if they do not know about it we fear the consequences based on what was witnessed last year.
2. What other promotion is being done to ensure everyone knows about the event and what it means for them – especially for those who don't use social media?

3. When will road signs go up to advise of the closures? Even though these were in place last year people STILL reacted with anger and aggression. When we pointed out the signs they replied "We didn't think it meant we couldn't get out at all." If there are no road signs, marshals and any bystanders who support them will not even have that defence.
4. How many marshals have been recruited and can they promise us that from a health and safety point of view they will all be deployed in pairs or more with no solo marshals?
5. What is being done to correct and clarify the parking information sent to entrants, many of whom will not be local?

SIGNATURE

DESIGNATION

DATE