

**A MEETING OF STRETTON PARISH COUNCIL
WAS HELD ON TUESDAY 5th DECEMBER 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 J McKiernan	
Cllr S Slater	(ESBC Cllr)
Cllr L Bullock	(ESBC Cllr)

Also present was the clerk and SCC Cllr Peters.

1. PUBLIC QUESTION TIME AND PRESENTATION OF PETITIONS

2324-103 There were none present at the meeting.

2. APOLOGIES

2324-104 Apologies were received and accepted from Cllr Low.

3. DECLARATION OF INTERESTS

2324-105 There were none to disclose with regard to agenda items.

4. APPROVAL OF MINUTES OF THE MEETING ON TUESDAY 7th NOVEMBER 2023

2324-106 The circulated minutes were approved as a true and accurate record following a proposal from Cllr Winson and seconded by Cllr McKiernan with all present in favour.

5. ACTIONS UPDATE FROM PREVIOUS MEETING

2324-107 A copy of the action update had been circulated prior to the meeting.

	REFERENCE	ACTION POINT	FOR WHOM	ACTION TAKEN
1	2223-176	Councillor vacancies	Chair / Clerk	Posters developed and erected
2	2324-017	Bus Shelter Repairs / Surveys	Clerk	Order placed - Repairs completed Awaiting survey results Action Closed
3	2324/051	Seating – Bitham Comm Park	Clerk	Options and costings agreed – order placed. Site meeting with Cllr McKiernan agreed positions. Liaise with Mr Ball regarding the donation – benches delivered. Mr Ball has paid the donation. Action Closed
4	2324/051	Councillor Profiles	Chair / Cllrs	Provide information for posting on social media and website EP received and published on website
5	2324/051	Councillor Surgeries	Clerk/ Cllr Slater	To liaise regarding use of the Parish Room
6	2324/052	Overhanging Branches Jinny / Craythorne	Clerk	Meeting held with contractor Work to be completed November Work done Action Closed

7	2324/052	Cycling along Jinny Trail	Chair / Clerk	Item referred to Open Spaces Comtee See meeting minutes. Action Closed
8	2324/053	Names – Memorial	Clerk	Met with contractor – work cannot take place until Summer 2024 due to weather conditions
9	2324/059	Wheelchair Friendly Play Equipment	Clerk	Site meeting held with contractor – quotation received survey conducted. See agenda item
10	2324/085	Brewers 10K	Clerk	Letter forwarded to BACT / Run Through / Ben Robinson. Responses received. Meeting requested – letter of concerns sent from response
11	2324/094	ESBC – Polling Station Review	Clerk	Letter sent suggesting additional polling stations in the parish. Action Closed

6. OPEN SPACE COMMITTEE

2324-108

A copy of the minutes of the meeting had been circulated prior to the meeting. Cllr McKiernan commented that there was a bush on the Woodland Walk adjacent to his property that also needed attention. The Clerk to include on the work sheet.

The Clerk advised of the recommendation from the Open Space Committee to purchase the rotavator attachment for the flail machine purchased. Cllr McKiernan proposed the purchase, seconded by Cllr Holmes and carried unanimously.

The Clerk advised of the recommendation from the Open Space Committee to trade in the mower against a newer one. Copies of the quotations for two machines had been circulated prior to the meeting. The Clerk informed that the original estimate of the trade in price was incorrect and this would be approximately £2,000 against the Shibaura model as it is over 10 years old. Cllr Goode proposed the trade in and purchase of the Shibaura mower with deck, seconded by Cllr Winson and carried unanimously.

A copy of the results of the inclusive play equipment survey and comments had been circulated prior to the meeting. The Clerk also advised that it had been suggested having some information / sign boards but upon discussion it was agreed that these were not appropriate for the area. Cllr McKiernan proposed purchasing the see-saw, roundabout, game boards and replacement trampoline with associated groundworks as a total project, seconded by Cllr Winson and agreed unanimously.

7. STRETTON NEIGHBOURHOOD DEVELOPMENT PLAN REVIEW COMMITTEE

2324-109

A copy of the meeting minutes had been circulated prior to the meeting. The Clerk advised that the speed indicator signs quotation would be available for the January meeting for consideration.

8. CORRESPONDENCE RECEIVED

2324-110

The following items of correspondence have been received from the sources shown and actioned as indicated. All items were available for inspection by councillors.

i.	Mr I McGibbon – letter on various issues	A copy of the email had been circulated prior to the meeting along with a drafted response. Cllrs unanimously agreed that the drafted response be forwarded to Mr McGibbon.
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9. 2324-111 REPORTS BY STAFFORDSHIRE COUNTY COUNCILLORS, EAST STAFFORDSHIRE BOROUGH COUNCILLORS AND STAFFORDSHIRE POLICE.

SCC Cllr Peters advised:

- Of the UBDH plans to restore confidence in the maternity services
- Asking SCC Highways to look again at the parking around Athleston Way / Bitham Court and having time limits on restrictive parking. It was noted that enforcement services are required and these cannot be guaranteed on a regular basis.
- Of representation made to Staffordshire Police regarding lack of police attendance at Parish Council meetings. SCC Cllr Peters has received a commitment from the Chief Inspector for Burton that representation will be made. SCC Cllr Peters was thanked for his efforts and support.
- The potholes along Craythorne Road will be repaired w/c 11th December. There has not been any update on the request for weight restrictions on the road.
- Kate Kniveton MP is holding a community meeting where Stretton residents can inform of community issues. SCC Cllr Peters and ESBC Cllr Bullock will be attending.
- Had some complaints regarding the Brewers 10k. The Clerk suggested forwarding these on so that they could be share with Burton Albion Community Trust.
- SCC are promoting the Men In Sheds programme which seeks to help those who feel lonely and isolated. This is part of the Green Light Campaign being promoted by SCC and the Samaritans.

Cllr McKiernan asked about the flooding that was consistently being experienced by a resident on Craythorne. SCC Cllr Peters confirmed that SCC Highways had given a commitment to clear the drains, gulleys and ditch.

ESBC Cllr Slater advised:

- Of the ESBC parish council forum from the previous evening. The Chair confirmed her attendance at this meeting. It was noted that parish councils welcome this forum and meetings will be held six monthly.
- Reminded of the warm spaces and food provision funds for groups.
- Informed of the Ward Enhancement Programme where community groups can apply for funding upto £50,000.
- The regeneration fund has now closed and all funds committed. It was noted that there is a lack of Stretton groups applying for funds.
- PCSO Worden had expressed that he would be willing to attend meetings when on the correct shift.

SCC Cllr Peters commented that it was good to hear about the ESBC parish council forum as previously there had been a lack of councillors attending.

ESBC Cllr Bullock advised:

- Dealing with flooding and parking complaints mainly around the schools in the area.

Cllr Holmes advised that the alley from Hillfield Lane to the Precinct was in a poor state of repair with dangerous paving and poor lighting. The Clerk to contact the managing agents of the precinct.

10. 2324-112 DATE TIME AND VENUE OF NEXT MEETING

The next meeting will be on Tuesday 9th January 2024 at 7.00pm at the Priory Centre.

11. 2324-113 PLANNING APPLICATIONS AND PLANNING MATTERS

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. Cllr Bullock commented on the gypsy site approved on Craythorne Road at Rolleston and the Clerk advised that Stretton had not been consulted on this.

12. FINANCE

2324-114 A copy of the payment schedule below was circulated at the meeting and payments were approved following a proposal by Cllr Winson and seconded by Cllr Slater with all present in favour.

Payment Code	Transaction	Description	Payment
BAC101123	PCC St Marys	Floodlight Donation	£750.00
BAC111123	C Allen	Salary	£1,160.73
BAC121123	A J Smith	Salary and reimbur	£3,361.47
BAC131123	HMRC	PAYE / NI Conts	£1,590.63
DD	The Peoples Pension	Pension Conts	£607.72
BAC011223	Viking	Stationery	£71.30
BAC021223	Hardy Signs	Installation of horse	£898.20
BAC031223	PJC Tree Services	Works - Craythorne/Jinny	£2,450.00
BAC041223	Rainbow Waste	Wheelie bin and empty	£302.23
BAC051223	Prince & Son	Cleaning Changing Rooms	£216.00
BAC061223	C Winson	General Maintenance	£2,077.50
BAC071223	Burleys (Plantscape)	Trees Station Walk	£1,680.00
BAC081223	SLCC	Subscription	£298.00
BAC091223	J Hutson	Bus Shelter Window Clean	£150.00
BAC101223	G C McCulloch	Litterpicking	£264.00
BAC111223	Campion Bros	Mowing October	£672.00
DD	BT	Tele and BB	£76.78
DD	EDF Energy	Electric Changing Rooms	£93.47

2324-115 The Clerk circulated a copy of the current years budget and allocated areas.

Cllrs positively commented on the Christmas trees that had been erected and lit.

Cllr Winson advised that there had been a lot of good comments made following the installation of the carousel horse in the main hall reception area. The Chair confirmed that an article with photograph had been written and would be published once the photograph from William Shrewsbury school had been received.

13. BUDGET SETTING - PRECEPT 2024/25

2324-116 The Clerk advised that the tax base information had not yet been received from ESBC and due to the allocated spend it had not been possible to put together a budget. A proposal will be made available for discussion at the January meeting.

14. STAFFING

2324-117 The Chair updated on the proposal for replacing Mrs Allen, Priory Centre Manager with a caretaker and administrator. It is intended to employ a cleaning company to undertake a morning clean of the centre each weekday. A copy of the proposed job descriptions had been circulated prior to the meeting along with the proposed adverts. These had been developed by the Chair, Vice Chair (Priory Centre Chair) and the Clerk with some input from Mrs Allen. The proposal had also been put to the Priory Centre Management Committee for recommendation to the Parish Council.

Cllr Holmes asked where the adverts would be placed and the Chair suggested the council website, SPCA and local places.

It was noted that weekend and occasional hire had been suspended until it was felt that the employees were established in their roles and were willing to undertake.

Cllr McKiernan enquired if the administration role needed to specify experience of Microsoft software and the Clerk agreed to include.

Cllr McKiernan asked how the hours and rates of pay indicated had been decided upon. The Chair advised that similar roles had been looked at as a baseline along with knowledge of what is needed.

Cllr McKiernan enquired about terms and conditions such as home working etc and the Clerk advised that this had not yet been agreed and some aspects would depend on the person being appointed.

Cllr McKiernan asked about line management of the two roles and the Clerk confirmed that the Parish Council is the employer and therefore any employment issues would be managed by the Clerk. The day to day operation would be managed by the Priory Centre Management Committee.

Cllr Bullock proposed acceptance of the proposal and to go out to advert, this was seconded by Cllr Holmes and carried unanimously.

SIGNATURE

DESIGNATION

DATE