

Wigginton and Hopwas Parish Council

DRAFT MINUTES

MEETING OF WIGGINTON AND HOPWAS PARISH COUNCIL HELD ON 7th NOVEMBER 2019, 7.15 P.M AT ST LEONARD'S PRIMARY SCHOOL, WIGGINTON

Present: Cllr Stevens (Chair), Cllr Croft, Cllr Shirtliff.

In attendance: Mrs M Jones (Clerk), one member of the public, District Cllr Leytham

Open Forum

No comments received

1. To receive and approve apologies.

Cllr Moore had apologised due to poor health.

2. To receive any Declarations of Interest.

None received.

3. To approve the Minutes of the meeting of 3rd October 2019.

RESOLVED to approve the minutes as a true and accurate record.

4. To receive the Clerk's report.

Armistice ceremony; Cllr Stevens would attend this event at the Hall of Memory to represent the Parish Council; permission had been obtained from the Mayor of Tamworth to wear the Parish Council's badge of office within the Borough.

Double yellow lines; Highways were undertaking consultation of statutory consultees following consultation of residents.

Co-option; Lichfield District Council had confirmed that co-option could go ahead following the display of the vacancy notice in Hopwas ward. Applications to join the Parish Council would be very welcome.

Defibrillator pads; Cllr were asked to check expiry dates so that replacement pads could be ordered if required.

RESOLVED to approve the Clerk's Report.

5. To consider any planning matters.

19/00905/FUH Woodland House, conversion of outbuilding to residential accommodation – no comment was required.

19/01457/ADV Tame Otter, installation of signs – the property was in the conservation area but the signs had been sympathetically designed. No objection.

The Decision Notice for approval of the major development at Junction 11 M42 had been received from North West Leicestershire Council. Cllrs expressed concern about traffic implications in the future.

RESOLVED to approve the Planning Report

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6. To consider maintenance.

The contractor had cut back the hedges around the bus shelter at Hopwas. He and a tree surgeon would remove a small dead tree on the bank at Wigginton and clear others that were growing into the wires. The hedges should be cut by the farmers over the winter.

The netting had been moved and the basketball hoop finished at Hopwas Playing Field. An application would be made for a garden waste bin. Garden plants had been purchased for Alan to plant in the garden area by the playground.

The signs at the play areas would need replacing to confirm with regulations and to include the details of the new Clerk.

7. To consider Clerk recruitment.

Following advertisement of the post and an interview the post had been offered to and accepted by Ms Kate Shtrezi. The existing and new Clerks would work together to hand over information. It was RESOLVED to buy a new laptop and printer for the new Clerk to use, Cllr Shirliff would research the appropriate options and inform everyone.

8. To consider notice board for Memorial Drive.

There had been no objection from Trinity Estates, the Managing Agents but as they did not yet own the land the purchase of a notice board would be deferred until the estate was completed.

9. To consider welcome letter for new residents.

A draft letter had been prepared and it was agreed to wait to deliver these to the new properties when the development was complete.

10. To receive Councillors' Reports.

Cllr Leytham reported on information from the District Council; local people were being encouraged to register to vote, there was currently a housing needs consultation which residents could contribute to, the District were promoting the use of on-line services, a Community lottery was being set up which would generate proceeds for local charities, residents should apply for garden waste collections, changes were being made to Neighbourhood Watch communications. Cllr Stevens asked him for an update on the Birmingham Road scheme, this was likely to take some time to be agreed on.

11. To receive correspondence.

Staffordshire Parish Councils Association bulletins and AGM information.

Lichfield District Council; Decision to keep Friary Grange open, polling stations questionnaire, small business grants, Housing in Later Life Project and Focus Groups, canvassers to promote voter registration, tourism awards, garden waste sign up 2020

Cllr Alan White, grant information

MOD Firing times

Came & Co, insurance newsletter

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12. To approve the Financial Report.

- (a) The bank reconciliation was given. A transfer of £2,000 from the deposit to current account was to be authorised
 - b) Changes to the Unity Trust mandate had been approved
 - c) The half year internal audit had been completed
 - d) Councillors were asked to consider any additional items for the next budget
- RESOLVED to approve the Financial Report.

13. To approve the payments as listed on the schedule.

RESOLVED to make the following payments:

M. Jones, salary, pension and expenses £492.40; HMRC £64.80;

Peak Cashflow, M&GB grounds maintenance £120;

A. Robey, handyman work and materials £64.23;

Lichfield District Council, bin emptying, £1341.60, play site inspection £156;

Eon, electricity £10.29, lighting maintenance £32.39;

Beacon Street Garage, goal and netting removal £456;

Andrew Cox, Comberford maintenance £80, hedging £120.

14. Items for the next meeting.

Draft Budget

15. Dates of future meetings.

Thursday 9th January 2020, St Leonard's School, Wigginton

Thursday 6th February 2020, Thomas Barnes School, Hopwas

16. Date of next meeting:

Thursday 5th December, Thomas Barnes School, Wigginton 7.15

The meeting closed at 20.50 pm.