

FORTON PARISH COUNCIL

Minutes of Meeting Held Wednesday 16 March 2016

PRESENT:

Parish Councillors: S Tomkinson (Chair), D Toon (Vice Chair) D Carver (RFO),
P Hammond, S Spencer, Dr E de Quincey

Borough Councillors: M Smith, K Williamson.

Clerk: Carol Little

1. **Apologies for Absence:** J Perks (FPC), M Winnington (SCC) did not attend.
2. **Declaration of Councillors personal Interests relating to items on the Agenda:** Cllr Hammond declared his role as trustee of both Forton Parish Church and Forton Parish Hall, in anticipation of concurrent grant applications.
3. **Minutes of Meeting held on 18/11/15 and matters arising:** Minutes were approved as a true record by Councillors and signed by the Chairman.
It was reported that recent hedge cutting had left the 'footpaths' either side of the lane in Forton unsafe to walk on because of the brash, some branches left on the road were substantial and were effectively blocking the path. Whilst Streetscene had said it would remove them if a formal request was made Cllr Smith stated that this was clearly the responsibility of the farmer. The clerk agreed to write to Mr Juhre.
Cllr Hammond reported that he had received more posters to display regarding dog fouling and that a flyer would be distributed throughout Sutton and Forton.
The drain issues in Meretown continued to be an intermittent problem, the clerk reported that Severn Trent had been out and closed the job but she would monitor the situation and report.
The clerk confirmed that she had reported, and sought advice on dealing with, the anti-social behaviour and litter in Meretown. Tracy Redpath had asked Zoe Baker who advised that when this is witnessed it is best to report it to police via 101 whilst it is happening. This would produce a log of incidents for the Community Support Officer who we could also ask for advice. The clerk advised that she had visited the site, most recently on 12th March and that the litter consisted primarily of cigarette packets and tobacco pouches which would not be of interest to the police.
4. **Concurrent Grants:** Applications had been received from Forton Parish Church and Forton Parish Hall, in the absence of an application from the Cricket Club Cllr Toon proposed that the grant money available, £270.00, should be shared equally between the two applicants received. This was seconded by Cllr Carver and unanimously agreed. The RFO was authorised to draw 2 cheques each for £135.00 for:
 - Forton Parish Church
 - Forton Parish Hall

5. Finance Report: 5.1 2015/2016 Quarter Four

The financial statement dated 07 March 2016 was discussed. It balanced to the latest bank statements received.

Account	£ p
Current @ 31 December 2015	110.00
Reserve @ 22 February 2016	1,034.14
TOTAL	£1,144.14

The council approved the statement and the chairman signed it.

5.2 Precept Payments Approval

Precept Payments	Budget £ p	Agreed to Pay
Clerk's Salary (gross) – quarter 4	*£102.02	£163.22
Clerk's Expenses – quarter 4	To be advised	nil
RFO's Website Expenses	£14.37 (not budgeted)	£14.37

*Including a PAYE Refund of £61.20.

The council approved the above payments and authorised the RFO to make them.

5.3 Transparency Code

The RFO reported that from April 2015, all smaller councils with a turnover of less than £25,000 are required to publish the following information on their websites:-

- Minutes, agendas and papers of formal meetings
- All items of expenditure above £100
- End of year accounts
- Annual governance statement
- Internal audit report
- List of Councillor or member responsibilities
- Details of public land and building assets

The Parish Council's new website appears to meet the above requirements. It was noted that papers to be used at meetings should appear on the website ahead of those meetings, including: Agenda, Financial Statement and Finance Report.

NALC provides grant aid to help set up websites. The RFO is investigating whether the small costs the Council has incurred might be covered by such a grant and will report in due course. However; it is understood that there is no more grant aid available in the current year.

5.4 External Audit

Proposals have been announced to allow parish councils to make their own External Audit arrangements from 2017. SPCA has come to the view that there is no advantage for smaller councils (less than £25k per annum turnover) to take up this offer. Instead it recommends that no action is taken, it being understood that the requirement for an external audit of smaller councils will be dropped entirely from 2017.

The Council considered the issue and unanimously agreed that it would not opt for an external audit but would accept SPCA advice to require no external audit from 2017.

6. Planning Applications:

- **16/23675/PAR Farm Buildings at Radmore Lane**
- **16/23741/REM Saw Mill at Fernhill Rd Sutton**

Councillors discussed the plans for the proposed farm buildings at Radmore Lane and other than to comment that previous use was equine not agricultural no objections were raised. Councillors discussed the proposals for the Saw Mill at Fernhill Farm and again raised concerns about foul water drainage and asked that assurance be sought that a cess pit with and audible overflow alarm be installed.

7. **Website update:** Councillor Carver advised that the website is now compliant with current legislation and that he was also able to raise the profile of local issues such as the proposed works to the Meretown electricity supply. Cllr Carver encouraged councillors to access the website.
8. **Matters requiring attention in the Parish:** Cllr Smith stated that he had reported some potholes in Shay Lane, some had been dealt with, others remained outstanding. There

was also a pothole near the monument in Sutton and 100 yards before the 30mph sign and then beyond Armitage's Garage on the bend. Councillors expressed concern about litter on the main road and car parks. The Clerk agreed to raise these issues with the highways department, Streetscene and the County Council respectively.

Councillors also expressed concern that the new garage and storage building at Salop View remained incomplete and looked unsightly from the Eccleshall side. The Clerk agreed to contact the Enforcement Officer.

Other items requiring action were:

- Footpath from Newport to Forton, check with Telford and Wrekin Council about improving visibility when crossing A41 to visit the canal.
- BT Cable and broken cover opposite Meretown Grange
- Perished grit bin in Forton
- The clerk agreed to pursue all of these issues

ACTION CLERK

9. Any Other business: Councillors also raised items to add to the agenda for the next meeting.

- Safety on the main road, traffic too fast for width of road,
- Defining Sutton village green to prevent vehicles driving over it

10. Correspondence:

- Community Paths initiative was discussed and it was decided that the Parish Council would not make a bid.
- Clean for the Queen. A litter pick was agreed for Sunday 17th April at 10:00 a.m. The clerk agreed to arrange litter pickers, bags and flyers.

ACTION CLERK

11. Dates of future Meetings:

- Wednesday 11th May 2016
- Wednesday 10th August 2016
- Wednesday 16th November 2016
- Wednesday 15th March 2017

The meeting was closed by the Chairman at **8:20 p.m.**