

FORTON PARISH COUNCIL

Minutes of Meeting Held Wednesday 15th March 2017

PRESENT:

Parish Councillors:	S Tomkinson (Chair), D Toon (Vice Chair) D Carver (RFO), P Hammond, S Spencer, J Perks
Stafford Borough Councillors:	M Smith, K Williamson
Clerk:	Carol Little

1. Apologies for Absence: Mark Winnington, Dr Ed de Quincey

2. Declaration of Councillors personal interests relating to items on the Agenda:

Cllr Carver stated that he would be submitting a report on potholes in Meretown Lane later in the meeting and as this was in the vicinity of his home it could be said that he had a personal interest in this item. No other interests were declared.

3. Welcome Carl Johnson and his Architect:

Cllr Tomkinson reminded councillors that Mr Johnson had attended a meeting 2 years before to express his interest in building a family residence in Fernhill Rd Sutton. Mr Johnson's architect then delivered a slide show to demonstrate the type of projects he has worked on and explained how he hopes to assist Mr Johnson to deliver a 'Grand Design' which would allow a planning application to succeed under the terms of Paragraph 55 of the National Planning Policy Framework (NPPF). Mr Johnson reiterated his wish to use authentic local materials and comply with any recommendations made by Councillors but at this stage had no actual plans of the proposed building for them to consider. Councillors referred to the historic problems of drainage in Sutton. Mr Johnson assured them that securing solutions for any problems arising was important to him as well as to the community. Mr Johnson thanked Councillors for their attention and left the meeting.

4. Minutes of Meeting held on Wednesday 16th November 2016 and matters arising:

The clerk reported that she had received confirmation that enquiry 4068154 regarding the pathway on the Eccleshall Rd had resulted in a visit by an appropriate officer but that the current status of the enquiry was ongoing. The clerk agreed to follow this up. The minutes were agreed and signed by the Chairman.

Action Clerk

5. Cllr Winnington - Report on A519:

Unfortunately due to his busy schedule Cllr Winnington had sent his apologies. The report that councillors had been expecting following Cllr Winnington's site visit with Mark Keeling had not been submitted therefore it was unclear if any progress had been made on improving safety on this increasingly dangerous stretch of road. Cllr Toon reported that a 'black box' appeared to have been installed in the area. Councillors also reported concerns about the debris from clashing vehicles and the fact that vehicles were mounting the pavements at high speed. Cllr Smith stated that whilst the improvements would be costly the situation needed to be addressed and that our next communication should be shared with Richard Henderson.

6. Concurrent Grants:

Applications had been received from Forton Parish Hall and Forton Cricket Club. Cllr Hammond submitted a verbal request on behalf of Forton Parochial Church Council for

the Church building and Forton Churchyard. Cllr Toon proposed that the grant money available, £270.00, should be shared equally between the applications received. This was seconded by Cllr Tomkinson and was unanimously agreed. The RFO was authorised to draw 4 cheques of equal value for:

- | | |
|--|--------|
| • Forton Parochial Church Council (Building) | £67.50 |
| • Forton Parochial Church Council (Churchyard) | £67.50 |
| • Forton Parish Hall | £67.50 |
| • Forton Cricket Club | £67.50 |

Action RFO

7. Finance Report:

7.1 2016/2017 Quarter Four:

The financial statement dated 09 March 2017 was presented. It balanced to the latest bank statements received.

Account	£ p
Current @ 03 March 2017	110.00
Reserve @ 03 March 2017	987.68
TOTAL	£1097.68

The council approved and the chairman signed the financial statement.

7.2 Precept Payments for Approval:

Precept Payments	Budget £ p	Agreed to Pay
Clerk's Salary (gross) – quarter 4	*£102.02	102.02
Clerk's Expenses – quarter 4	£16.02	nil

*No PAYE has been deducted this quarter.

The council approved the above payment and authorised the RFO to make it.

Action RFO

7.3 Audit and Transparency Code:

Councillors noted that the Department for Communities and Local Government had announced that Parish Councils with a turnover below £25k per annum will no longer require having their accounts audited externally; the quid pro quo being that they now have to comply with The Transparency Code for Smaller Authorities (December 2014). This code requires the Parish Council to have a website (the Parish Council does) and that certain matters be displayed on the website within specified time limits. These can be summarised as follows: -

- All items of expenditure above £100.00
- End of year accounts (the Annual Return)
- Annual governance statement (the Annual Return)
- Internal audit report (the Annual Return)
- List of councillors and their responsibilities
- The details of public land and building assets (the Council has none)
- Minutes, agendas and meeting papers of formal meetings

Annual information (the Annual Return) must be published not later than 01 July following the year to which it relates.

Minutes (draft) must be published within 1 month of the meeting taking place.

Agendas and papers of formal meetings must be published not later than 3 days before the meeting to which they relate is due to take place.

Councillors were satisfied that the Parish Council is complying with the Transparency Code.

8. Planning Applications:

Application 17/25515/HOU at Salop View Newport Rd Sutton was considered. Cllrs requested that the clerk advise planners that there were no adverse comments.

Action Clerk

9. Matters requiring attention in the Parish:

In addition to the actions already mentioned regarding the A519 campaign Cllr Carver had circulated a report on potholes in Meretown Lane which councillors agreed should be submitted to the Borough Council.

Action Clerk

10. Any Other business:

It was reported that the recent Rabbit Farm application would be attracting a demonstration and a petition from animal activists on 25th March.

11. Correspondence:

Great British Spring Clean initiative letter from the council was discussed and Councillors agreed to meet at 10:00 a.m. on Saturday 1st April at the Parish Rooms to do a litter pick in the community. The clerk agreed to contact Mick Bailey with regard to the delivery and collection of bags.

Action Clerk

Councillors also agreed that at least one of them should attend the next collaboration meeting. The clerk agreed to make enquiries and advise councillors of the date.

Action Clerk

12. Dates of next Meetings and AGM:

- Wednesday 10th May 2017 (AGM followed by meeting)
- Wednesday 19th July 2017
- Wednesday 15th November 2017
- Wednesday 14th March 2018

The meeting was closed by the Chairman at **20:41 p.m.**