

Cheddleton Parish Council

MINUTES OF THE ANNUAL COUNCIL MEETING HELD IN THE CRAFT CENTRE MEETING ROOM, CHEDDLETON ON TUESDAY, 15th MAY 2018.

ATTENDANCE Councillor – M. Ahmad, Mrs. C.Y. Ball, M.T. Bowen, J. Carr, G.J.R. Furnival, Mrs. D.A. Hartley, K. Harvey, Mrs. B. Hine, H.R. Jennings, Mrs. C.M. Meyrick, Mrs. A. Oakden, S. Scalise, H.J. Tunna, M.P. Worthington.

APOLOGIES Apologies for absence were received from:-
Councillor – J.G. Arnold, Mrs. C. Latham, P.A. Latham.

4925 ELECTION OF CHAIRMAN Councillor Worthington, proposed by Councillor Jennings and seconded by Councillor Mrs. Meyrick, was duly elected Chairman for the ensuing year. The Chairman extending his sincere thanks to the members for his appointment.

4926 CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE
The Chairman duly signed his declaration of acceptance of office.

4927 ELECTION OF VICE-CHAIRMAN Councillor Bowen, was proposed by Councillor Scalise and seconded by Councillor Mrs. Meyrick, Councillor Harvey, was proposed by Councillor Ms. Ball and seconded by Councillor Ahmad. On being put to the vote Councillor Bowen by 6 votes to 4 was duly elected Vice-Chairman for the ensuing year.

4928 MINUTES The minutes of the meeting of the 17th. April 2018, taken as read, were confirmed as a true and accurate record and signed by the Chairman.

4929 MATTERS ARISING There were no matters arising from the minutes.

4930 APPOINTMENT OF COMMITTEES AND OUTSIDE BODIES The following appointments to committees and outside bodies were made:-

a. Planning & Amenities Committee

Councillor – M. Ahmad, J. Carr, G.J.R. Furnival, Mrs. D.A. Hartley, H.R. Jennings, Mrs. C.M. Meyrick, Mrs. A. Oakden, S. Scalise, H.J. Tunna.

b. Community/Craft Centre Management Committee

Councillor – M. Ahmad, G.J.R. Furnival, Mrs. D.A. Hartley, H.R. Jennings, S. Scalise, H.J. Tunna.

c. Footpaths & Countryside Committee

Councillor – Ms. C.Y. Ball, H.R. Jennings, Mrs. C.M. Meyrick, S. Scalise.
(2 vacancies on this committee)

d. Cheddleton Playing Field Committee 5 members of the Cheddleton Ward:-

Councillor – Ms. C.Y. Ball, Mrs. B. Hine, H.R. Jennings, S. Scalise.
(1 vacancy on this committee)

e. Wetley Rocks/Toll Bar Playing Field Committee 3 members of each Ward.

Councillor – M. Ahmad, Mrs. D.A. Hartley, K. Harvey, Mrs. C.M. Meyrick, Mrs. A. Oakden, H.J. Tunna.

4930 **APPOINTMENT OF COMMITTEES AND OUTSIDE BODIES continued.....**

- f. **Burial Ground Committee**
Councillor – M. Ahmad, H. Jennings, S. Scalise, H.J. Tunna.
- g. **Finance Committee**
Councillor – M.P. Worthington, M.T. Bowen + Chairmen of all standing committees.
- h. **Cheddleton Cautionary Lands Charity**
Councillor – M. Ahmad, H.R. Jennings, S. Scalise, H.J. Tunna, M.P. Worthington,
Executive committee: M. Ahmad.
- i. **Staffordshire Moorlands Parish Assembly**
Councillor – Mrs. C.Y. Ball, Mrs. C.M. Meyrick.
- j. **Wetley Rocks Village Hall Committee**
Councillor -G.J.R. Furnival, Mrs. D.A. Hartley.
- k. **Churnet Valley Railway – Representative**
Councillor – H.R. Jennings.
- l. **Environment Agency/Pointon’s Liaison Group Meetings**
Councillor – H.R. Jennings, H.J. Tunna & substitute – Councillor Mrs. D.A. Hartley.
- m. **Cheddleton Pound and War Memorial Keeper**
Mr. S. Beardmore, Hollow Lane, Cheddleton.
- n. **Wetley Rocks War Memorial Keeper**
Mr. G. Mills, Mill Lane, Wetley Rocks.
- o. **Parish Tree Contact**
Clerk – Ms. L. Eyre.
- p. **Parish Plan Contact**
Clerk – Ms. L. Eyre.
- q. **Wetley Moor Joint** Committee
Councillor – Mrs. C.M. Meyrick.
- r. **Churnet Valley Living Landscape Partnership**
Councillor – Mrs. C.M. Meyrick.
- s. **Dalecrete Liaison Group Meetings**
Councillor – M. Ahmad, J.G. Arnold. (1 additional member) Councillor Jennings reported that there was now only one meeting per. year.

4931 **ANNOUNCEMENTS**

Councillor Worthington welcomed back Councillor Ahmad to the meeting. Councillor Ahmad thanked the members for their well wishes during his absence – he was now well on the way to recovery. The Chairman asked the members of the Planning committee to stay behind at the end of the meeting to consider two planning applications.

- 4932 **PUBLIC QUESTION TIME** There were no members of the public present.
- 4933 **MEMBERS' DECLARATIONS OF INTEREST** Councillor Scalise as a member of the S.M.D.C. Planning committee declared an interest in the applications to be considered.
- 4934 **MEMBERS' SECTION 33 DISPENSATION REQUESTS** None had been received.
- 4935 **CHAIRMAN'S ALLOWANCE**
Proposed by Councillor Bowen and seconded by Councillor Scalise it was resolved: to leave the Chairman's allowance standing at £500. A cheque to cover would be issued.
- 4936 **CALENDAR OF MEETINGS**
The calendar of meetings as circulated was considered. Following discussions it was resolved:- to accept the calendar of meetings, as issued.
- 4937 **ATTENDANCE RECORDS**
The attendance records for the year 2017/18 were recorded as follows: from April 2017 to March 2018 there had been 11 meetings and 1 Extraordinary meeting of the Parish Council:- Councillor - M. Ahmad 8/12, J.G. Arnold 9/12, Ms. C.Y. Ball 9/12. M.T. Bowen 10/12, J. Carr 8/12, G.J.R. Furnival 2/2, (R. Gee 8/8 resigned), Mrs. D.A. Hartley 12/12, K. Harvey 11/12, Mrs. B. Hine 9/12, H.R. Jennings 10/12, (Mrs. C. Latham 1/12 – Disp.) P.A. Latham 2/12, Mrs. C.M. Meyrick 11/12, Mrs. A. Oakden 10/12, S. Scalise 12/12, H.J. Tunna 11/12, M.P. Worthington 10/12.
- 4938 **UPDATING OF THE ASSET REGISTER**
Copies of the updated register had been issued. It was resolved: to accept and agree the updated version, as issued.
- 4939 **END OF YEAR ACCOUNTS – STATEMENT OF ASSURANCE**
The end of year accounts including the receipts and payments account, the income and expenditure accounts and all related supporting notes had been issued to members' for their perusal. The Internal Auditor's report – Findings: there were no queries arising from the test checks, Data Protection – the Council appears to be making appropriate arrangements, the Council have employed a trainee Clerk & PAYE appear to be followed. However, a copy contract was not made available. Also, the Council may wish to consider whether it is possible to get more C.C. hirers onto direct debits? The Clerk advised of the need for the Council to consider the contract and pension arrangements for the new Clerk. Following discussions it was agreed to give delegated powers to the Chairman, Vice-Chairman and Clerk to consider and produce the appropriate contract for approval. A copy of the Annual Return duly filled in and a copy of the Section 2 Statement of Assurance had been circulated for members' consideration and approval. The questions relating to the Statement were duly considered, agreed and appropriately filled in by the Chairman.
- 4940 **END OF YEAR ACCOUNTS - ANNUAL RETURN**
Following discussions it was resolved:- to authorise the Chairman and Clerk to sign the Annual Return ready for the return in June.
- 4941 **ASYLUM BURIAL GROUND – QUOTE TO POWDER COAT THE GATES AT THE ENTRANCE TO THE CEMETERY**
Still awaiting quote. Forward Agenda Item.

4942 S.M.D.C. – GRANT APPLICATION – TO MARK THE CENTENARY OF WW1

As had already been agreed: a Beacon would be lit by Councillor Arnold. To mark the centenary; Councillor Tunna reported that the church would also be putting on refreshments in the afternoon for the residents, children and for those who wish to get involved. He therefore proposed applying for the grant of £435 this was seconded and agreed unanimously. The application was issued to Louse the new trainee Clerk for filling in and return.

4943 QUOTE TO RE-LETTER THE WAR MEMORIAL – WETLEY ROCKS

It was reported that Nettlebank would issue the quote shortly. Forward Agenda Item.

4944 E.ON, HIGHWAY LIGHTING – LOW PRESSURE SODIUM LIGHTING – FOLLY FIELDS AND FELTHOUSE LANE

The correspondence from Mr. G. Johnson, project manager was read:- advising that due to an EU directive all SOX (Low Pressure Sodium) lighting is to be phased out by the end of 2019. The Council's Street Lighting Inventory states that there are at present 3 of this type of lamp currently in use within the parish. If the P.C. contact him he will be able to advise on the best and most effective solution for their replacement. The Clerk reported that she had spoken to Mr. Johnson and he recommended the Council change to LED at a cost of £202 each installed, these were anti-vandal proof, low energy, low maintenance and would be better all round. Following discussions proposed by Councillor Jennings and seconded by Councillor Bowen it was agreed unanimously:- to accept the quote and instruct E.ON to carry out the work at a cost of £606 + V.A.T. Councillor Worthington would raise the matter with Carl Pointon to ascertain if the company would be prepared to fund the replacement in Felthouse Lane.

4945 COMPLAINTS PROCEDURE – POLICY

The Policy had been issued for members consideration. Following discussions proposed by Councillor Bowen and seconded by Councillor Tunna it was resolved:- to accept and agree the Policy as issued.

4946 GENERAL DATA PROTECTION REGULATIONS – POLICIES FOR ADOPTION

All the relevant paperwork had been issued: What constitutes consent under GDPR? How is Personal Data defined? The Information & Data Protection Policy. The Management of Transferable Data Policy. The Contact Privacy Notice. The General Data Protection Regulations – consent form. Purchase of Exclusive Rights Privacy Notice – form The Retention and Disposal Policy. Appendix A: List of Documents for Retention or Disposal. The Clerk advised that an amendment to the Bill was at present being considered by Government which, if accepted, would exempt Parish/Town Council from appointing a Data Protection Officer. Councillor Harvey questioned who would be the Controller. As per the Information & Data Protection Policy the Controller would need to be the Clerk but the P.C. as a corporate body has ultimate responsibility for ensuring compliance with the Data Protection. Legislation. The Clerk advised that she never forwards sensitive information to members and will remind members to destroy paperwork. Members needed to be vigilant and delete emails or, hard copies of any kind of personal data that could be classed as sensitive. Following discussions the Council resolved: to accept and approve the Regulations/Policies as issued.

4947 REQUEST FOR DONATION TO SUPPORT FIVE-A-SIDE FOOTBALL TEAMS

The request for a donation to purchase a number of football strip was put. Councillor Worthington suggested that rather than the P.C. the PCSO should contact the businesses in the area. Following discussions it was resolved:- to advise the PCSO to contact the businesses.

4948 REPORTS OF COMMITTEES AND OUTSIDE BODIES The Council examined the reports of the following committees and adopted their recommendations:-

a. Planning & Amenities Committee Meeting

Re. Min. 2426. Public Question Time. Residents concerns about the application for a development of up to 8 dwellings at the end of Cheddleton Park Avenue. Councillor Bowen reported that he had asked Dai Lerner to try and re-designate the land as Public Open Space. Councillor Worthington advised that he had spoken to landowner to express his and the residents concerns about the proposed development.

Re. Min. 2428. Correspondence b. Wetley Moor Joint Committee Councillor Bowen reported that Councillor Sybil Ralphs had also taken the matter up with S-o-T Council and the new Officer in charge had now contacted Staffordshire Wildlife Trust – it was now looking hopeful that things would move forward; as the transfer of Wetley Moor to the S.M.D.C. is deemed the best way forward.

Re. Min. 2433. Building Materials – Crickets Farm A photograph showing the building was issued. It was put that the matter needed to be taken up with the S.M.D.C. in order to ascertain the use and purpose of the building. The Clerk was asked to take the matter up with the S.M.D.C.

b. Reports of Committees and Outside Bodies

4949 ACCOUNTS

4950 CORRESPONDENCE

- a. S.T. Water – Water Retail Market. Writing regarding the changes in the retail market for water services in England and the changes that non-household customers, such as: businesses, charities etc., are now able to choose their water retailer for services like billing, meter reading and help with saving water.
- b. S.C.C. – Sign Up to Emails from the S.C.C. The Clerk advised that she had signed up for updates etc.
- c. E.ON – Confirming the termination of the Gas contract for the C.C. & Craft C.
- d. Resident from Station Road – Copy of email to S.M.D.C. re. the noise pollution during the bank holiday weekend now that a company has started operating on these days. The loud metallic banging, crashing etc. are exacerbated by the fact that on warm days, such as they have had recently, the company have taken to flinging open their doors and windows again. Furthermore, there has been an increase in noise from the yard but there was none of this noise last year when the company were using the back yard as a car-park. Councillor Bowen reported that noise levels had been monitored at one premises and steps were being taken but with regard to lighting - lighting was needed for security reasons. Councillor Worthington advised that he had tried to get something done about the parking but, nothing could be done and it should be borne in mind that this was an industrial estate. Councillor Jennings advised that the movements at the builders merchants had been restricted; why were companies on the site allowed to work 24/7 giving no respite to the residents. The companies should be with the community and not against.
- e. Fibrous – Remembrance Items. There was no interest shown.

4950 CORRESPONDENCE continued.....

- f. S.M.D.C. – Notes of the Wetley Moor Consultative Panel Meeting – Issued to members.
- g. Helping Hand – Equipment supplier for litter picking.
- h. S.M.D.C., Pat Trafford – Statements of Common Ground for the Local Plan. Members wishing to receive the email to advise the Clerk.
- i. S.M.D.C., Pat Trafford – GDPR – Course Literature as agreed at the session (attachments) Members wishing to receive the email to advise the Clerk.
- j. S.C.C., Rhonda Gallimore – Bus Stop at the bottom of Plough Bank + Bus Shelters in the Parish. Advising that she has not heard anything from D&G so she is assuming that they are still serving the bus stop. Please let her know if there have been any problems. She is updating the bus stop database and asking to confirm that the 4 shelters on Cheadle Road and the one on East Drive belong to the P.C. The Clerk advised that she had confirmed that the 4 on Cheadle Road belonged to the P.C. but the one on East Drive belonged to either the S.C.C. or the St. Edwards Park Residents Association.
- k. Reach Publishing Services – Change of name from Trinity Mirror plc. To Reach.
- l. Cheddleton Local Committee CRUK (formerly the Carnival Committee) – Thanking the Council for £120 donation.
- m. HM Revenue & Customs – Remittance advice for £5,293.70 - V.A.T. claim.
- n. Fields in Trust – Public Liability Insurance. Advising that they have now arranged cover for the period 14th. April 2018 to 30th. June 2019 with Aviva UK. Ltd.
- o. PSMA, International Science and Innovation Directorate – Registration for the GB Consortium’s Aerial Photography Great Britain Agreement. It was agreed to take no further action.
- p. Resident of Wetley Rocks – Rebuilding of the church wall, Wetley Rocks. Advising that the quality of workmanship is very poor, the wall dates back to 1888 which is ribbon pointed with a regular thickness of around 1cm. The replacement wall has not been ribbon pointed and there is more cement in the wall than stone. In some instances it is around 3” with very little stone showing. Asking if someone can take a look? Councillor Tunna advised that the wall had been built by a company who specialise in heritage wall building, under the supervision of a qualified Church Architect and it had been re-built to the proper specifications.
- q. EDF – Change of Supply – Welcome pack.
- r. CPRE – An invitation to join them for a visit to the Birmingham Institute of Forest Research. – Issued to members.

4951 **PUBLIC QUESTION TIME**

There being no further business the Chairman declared the meeting closed.

Chairman
19th. June 2018.