

SANDON and BURSTON PARISH COUNCIL

Minutes of the Parish Council Meeting held on 13th June 2018 At Sandon Parish Room Commencing at 7.30pm.

Present

Councillor C Capjon
Councillor R Harris
Councillor P Hickey
Councillor G Massey
Councillor S Shelley Chairman
Councillor R Wildblood

District Councillor Councillor A Harp

Parishioners :- Mr & Mrs Hudson

Clerk B A Boughey

- 18/034** **Apologies** *None*
18/034.1 Resignation email received from Councillor J Millington.
Stafford Borough Council to be advised and the resulting Vacancy Notice published.
- 18/035** **Minutes**
RESOLVED that the minutes of the Annual Parish Council meeting of 9th May 2018 be signed by the meeting Chairman.
- 18/036** **Chairman's Announcements**
18/036.1 The Chairman wished to record the many years of service to the community undertaken by Councillor Millington
- 18/037** **Declarations of Disclosable Personal Interests, Personal Declared Interests and other Personal Interests.**
18/037.1 Councillor Harris in relation to invoice payment for work undertaken by Brookside Business Park on Footpath 36 to stabilise the banks of the stream.
- 18/038** **Outstanding Matters** Reports and Updates
18/038.1 Footpath 36 - Section of the footpath from Burston Pool to the field bridge.
Work to stabilise the banks of the stream.
18/038.1.1 This work had been completed except for the need to improve the gate closing mechanism.
18/038.1.2 The Chairman, Councillors and Parishioners present thanked Councillor Harris for overseeing the work.
18/038.1.3 Invoices and estimate of the voluntary work involved to be submitted to County Council, Rights of Way to initiate the Community Paths Initiative grant.
18/038.2 The meeting arranged by Councillor Parry with County Council Highways Engineers and held on 12th January 2018.
18/038.2.1 Work completed on road White Lining at the Canal Bridge and Burston turn and removal of road signs on the War Memorial triangle, but no White Lining on Hilderstone Road had been carried out and as raised by Councillors and Parishioners present the double white line did not continue to the top of Butterhill Bank as expected.
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- 18/038.3 Community Transport proposals to enable shopping journeys to Stafford on Wednesdays.

Councillor Hickey was aware of five parishioners who were interested plus Councillor Massey also recorded her interest.

- 18/038.4 Burston Car Park
Two alternative quotations received for the supply of stone to surface dress the Car Park area. £250 + VAT & £243 + VAT for 10 tonnes of stone.
The last quotation to tarmac the area was around £2,000.
- 18/038.4.1 Council Members not convinced that top dressing with stone was appropriate.
- 18/038.5 Footpath 23 Aston by Stone - the raised section of walkway.
- 18/038.5.1 Councillor Capjon reported that there had been no reply from Staffordshire Wildlife to the letter sent reminding the organisation of the donation received from the residents of Burston and their obligations for maintenance in the area of the raised walkway.
- 18/038.5.2 Clerk's report. County Council Rights of Way requested to inspect the footpath, no report received to date. To be progressed.

18/039 Planning

- 18/039.1 Applications returned to Stafford Borough Council - Reply Awaited
- 18/039.1.1 17/27668/FUL Barn at Sunnyside, Butterhill Bank, Burston
Conversion of Agricultural Building to form a Dwelling.
- 18/039.1.2 18/28280/HOU Romer Cottage, Butterhill Bank, Burston.
Two storey side and rear extension plus conversion of outbuildings to form holiday letting accommodation.
- 18/039.2 Application decisions by Stafford Borough Council. *None*
- 18/039.3 Applications received by the Parish Council for Consultation.
- 18/039.3.1 18/28281/FUL Romer Cottage, Butterhill Bank, Burston.
Outbuilding to Holiday Let.
- 18/039.3.1.1 RESOLVED to comment on the access on to the A51, as application 18/28280?HOU
- 18/039.4 Planning Appeals or Queries *None*

18/040 Finance

- 18/040.1 Financial Statement presented by the Clerk. Bank Statement reconciliation checked.
- 18/040.2 Invoice Brookside Business Park £699.64 + £139.93VAT. Total £839.57
Work on Footpath 36. Highway Act 1980 s43.
RESOLVED to pay the invoice.
- 18/040.2 Invoice Roe Contractors Ltd £1,100 + £220 VAT. Total £1,320.00
Work on Footpath 36. Highway Act 1980 s43.
RESOLVED to pay the invoice.
- 18/040.3 Invoice Nigel Ferguson. Website Annual Charges. Total £340.00. LGA 1972 s142
RESOLVED to pay the invoice.
- 18/040.4 Clerk's Quarterly Salary Gross £387.50. Net £310.10. PAYE £77.40. LGA 1972s112(2)
RESOLVED to pay the Clerk's Quarterly Salary and the PAYE to HMRC.
- 18/040.5 2017 / 2018 Accounts. Financial information required by the Transparency Code has been published. Closing date for Public Rights queries to the external auditor - 20th July.
- 18/040.6 Insurance renewal. Public and Employer Liability Certificates received.
- 18/040.7 Accountants Revised Terms of Engagement resulting from GDPR signed and returned.
- 18/040.8 Parish Council contract with the County Council relating to GDPR help and advice being drafted by County Council Governance Department.

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The meeting was adjourned for the County and District Councillor's reports and convened thereafter.

18/041 Report from County Councillor. Not present.

- 18/041.1 email update regarding the proposed work now partly undertaken by County Highways.

- 18/042 Report from District Councillor.**
18/042.1 Councillor Harp reported on the ongoing dispute between the Borough Council and Simon Hartley Fishing Club regarding Burston Pool Fishing Stages and Lease payment. Internal Stafford Borough meeting involving the Legal Department, Streetscene and Councillor Harp scheduled for 25th June.
18/042.2 General discussion related to the Fishing Stages and Toilet facilities. Concern regarding the appearance of the existing Stages and the siting and construction of additional Stages should they be allowed by the Borough.

- 18/043 Items Raised by Member Councillors / Clerk**
18/043.1 Councillor Hickey
18/043.1.1 Verge grass cutting on the B5066 Hilderstone Road. Poor standard of cutting.
18/043.1.2 Hilderstone Road pavement. Grass growing through the tarmac surface.
18/043.2 Councillor Capjon. Gateways for Sandon and Burston. Estate contribution !
18/043.3 Councillor Shelley
18/043.3.1 Senior Citizens Lunch arranged for 27th June at The Greyhound, 12.00 for 12.30pm. 54 invitations delivered.
18/043.3.2 Website updating and use of the password - discussion.
18/043.4 Clerk. Burston Notice Board toughened glass has been smashed. To be left without glass for the time being.

- 18/044 Correspondence**
18/044.1 Staffordshire County Council
18/044.1.1 Correspondence related to GDPR Guidance and Advise Contract.

18/044.2 Stafford Borough Council
18/044.2.1 Announcement of Planning Consultation which continues until 31st July.

18/044.3 Staffordshire Parish Councils' Association
18/044.3.1 Weekly email update emails circulated for information.

18/044.4 Community Council of Staffordshire
18/044.4.1 Communication indicating that the Council may not continue now the merger with Support Staffordshire has not materialised. The Council is looking for other partners to take over its remaining roles.

18/045 Date of Next Meeting Wednesday 11th July 2018.
The Meeting concluded at 9.00pm.

Signed _____ Chairman

Date _____