

TRYSULL & SEISDON PARISH COUNCIL
MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD IN THE VILLAGE
HALL ON WEDNESDAY 19TH MAY 2021
trysullandseisdonparishcouncil.org

PRESENT	Mr. A. Hingley-Smith Ms. J. Roobottom Mr. M. Kelly Miss. H. Warrilow Mrs. J. Johns	Chairman Vice Chair
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APOLOGIES	Mr. S. Harrison Mr. R. Beardsmore Mrs. J. Evans Cllr. Mrs. V. Wilson	District & County Councillor
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One resident present.

Risk Assessment carried out prior to the meeting.

ELECTION OF CHAIRMAN

Cllr. A. Hingley-Smith was nominated Chairman. All in agreement.

ELECTION OF VICE-CHAIRMAN

Cllr. Ms. J. Roobottom was nominated Vice Chairman. All in agreement.

DECLARATION OF INTERESTS AND DISPENSATIONS

None.

CONSTITUTIONAL/GOVERNANCE

Casual vacancy - no request for an election has been made. Candidates for co-option to be discussed at the June meeting.

Financial Regulations Review- amendment to allow expenditure in excess of £500.00 proposed and agreed.

Annual Review of Policies carried out and agreed with no amendments.

MINUTES OF MEETING

The Minutes of Meeting dated 9th April 2021 were agreed and signed as a true record.

PLANNING

Planning Applications

21/00424/FUL Erection of warehouse, Bridgnorth Garden Centre - No objection

21/00450/TREE Trysull Mill, work to trees in a conservation area. - No objection

Local Plan Review Update and SHELAA FAQ sheets

Enforcement matters

Summerhouse, Trysull, (17/0256/UNCOU) Enforcement have stated that 50% of the Summerhouse has been removed. Permission for access is needed for removal of remainder

Enforcement Team have been informed of the number of caravans in fields around The Barn, off Fox Road and the old poultry farm (20/00378/UNCOU). Reminder has been sent and awaiting reply.

Woodford Lane caravans reinvestigation. Clerk to forward to another enforcement officer as Mr. Bray has left SSC.

The Croft - Appeal dismissed.

The Croft hedge removal - photograph of hedge before it was cut down requested from Enforcement.

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ACCOUNTS

It was agreed the following cheques be signed:

Mrs. N. Walton (Salary April 21)	527.00
Mrs. N. Walton (reimb. two flags from Hampshire Flag Co.)	254.63
Mr. M. Osbourne (insp. Pl.Fld. April 21)	48.00
Sutcliffe Play (repair and install rocky toy)	479.96
Parkes & Co. Acc. (Payroll & end of year	294.00
Mr. A. Hingley-Smith (reimb. Laminator stationery)	34.89)
Mr. A. Hingley-Smith (reimb. Telephone kiosk parts)	318.66)
Mr. A. Hingley-Smith (reimb. grit bin)	108.00)
Mr. A. Hingley-Smith (reimb. tree plaque)	24.99)
Mrs J. Evans (reimb. daffodils Reflection Day)	14.30
Mrs. S. Cotterell (internal audit fee)	35.00
Simon Robinson (refurb. telephone kiosks/BKV plaque repair)	1,073.47
Ditton Services (2nd instalment) STO 25/05/21	839.47
Received: SSDC (precept)	£15,075.00
HMRC (VAT refund)	£1,003.25

Audit 2020-2021

Internal Audit completed by the Internal Auditor.

Section 1 of the Annual Governance Statement approved, signed and dated by the Chairman and Clerk.
Section 2, signed by the Clerk, was approved, signed and dated by the Chairman.

Notification of Public Rights period to run from 7th June to 16th July 2021.

It was agreed the relevant prepared documents be published on the web site on 4th June 2021 and the relevant documents be forwarded to the External Auditor no later than 30th June 2021

It was confirmed that external auditors, Mazars LLP, do not provide any personal accountancy or tax advice to any Councillor and Councillors are not aware of any other personal conflicts of interest that may affect the auditor's independence.

Bank Mandate for signatories

Mandate to be forwarded to Bank with amended forms.

P.C.C. Printing costs

Meeting held with PCC and it was agreed the PCC will invoice the Parish Council for printing costs.
A schedule of costs to be forwarded to the PCC.

WEB SITE

Nothing further to report

CORRESPONDENCE

E-mails forwarded to Councillors:

Thank -you card to all Councillors re. restoration of telephone kiosks

Give-way/Priority sign, Ovens End knocked over. Clerk has reported to Highways (4239462)

Great British Spring Clean - Vice Chair to register as a partner.

Street Scene - Open space improvement scheme

Street Scene Updates

SSC - New Model Code of Conduct

Cllr. Mrs. Wilson - Highways Divisional Programme Funding

Cllr. Mrs. Wilson - Highways Data

Cllr. Mrs. Wilson - Great British Spring Clean

Mr. D. Southall - thank you to Highways - fallen tree

SPCA Bulletins

Council News Round Up

Covid - queries/infection rates/testing sites

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NEW HIGHWAY MATTERS

Volunteers needed for Community Speed Watch. Vice Chair and Cllr. Miss. Warrilow to carry out a recruitment drive via social media.

ANY NEW BUSINESS

Community First Responder

Further information needed and Cllr. Mrs. Johns has stated a representative could come and talk to us before the next recruitment drive in October.

Planters/Benches

The purchase of 8 planters and 4 benches approved. Some benches will be re-sited and some will be renovated.

Fox Road

Concerns about the narrowness of the Fox Road footpath to Fox Close. The Chairman and Vice Chair will discuss this with Street Scene to ascertain what work is needed.

PUBLIC PARTICIPATION

Concern expressed about the speed of traffic along Ebstree Road between the Smithy and Oak Drive. Additional sites for speed watch needed together with risk assessments for the new sites. The Chairman stated more speed watch teams are needed before new site risk assessments are requested. Larger weight restriction signs requested at Fox Road/Bridgnorth Road. Clerk will ask Cllr. Mrs. Wilson to investigate this request.

DISTRICT/COUNTY COUNCILLOR'S REPORT

None.

MATTERS ARISING

Play Area

Cllr. Ms. Roobottom - Trysull & Seisdon playing fields in need of repairs and tidy-up. Quotations will be obtained.

Cllr. Beardsmore forwarded photographs of items which need attention and he will take a look at the slide with a view to cladding underneath with wood.

1350 **Footpaths**

Footpath 17 - Overgrown. Chairman to inspect.

1477 **Village Hall**

The broken gate needs to be repaired and Clerk to ask Mr. Harper if he could arrange for this work to be carried out.

1795 **Police**

Cllr. Ms. Roobottom will arrange for information on the best way to contact the Police on the web site.

2205 **Seisdon quarry**

C.Cllr. Mrs. Wilson stated landowners need to prove they have rights of access onto Church Lane. Staffordshire County Council Rights of Way Officer is dealing with this.

2642 **Fly tipping**

Please ring 01902 696200 to report incidents of fly tipping.

2724 **SID signs/Community Speed Watch**

Awaiting reply from Mark Keeling regarding Highway Licence. Clerk to ask C.Cllr. Wilson to investigate this matter.

Chairman to arrange purchase of CWS signs.

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- 2753 Village Entrance signs
New village entrance signs being progressed.
- 2786 Seisdon Road - erection of buildings
Cllr. Ms. Warrilow to photograph unsightly gates etc. and the Clerk to forward the e-mail sent to Cllr. Mrs. Wilson for her information.
Field 1 19/00665/UNDEV - Fencing and gates very unsightly with barbed wire on the top Tarpaulin/netting has been put over the hedges on fields 1 and 2.
Field 2 - It was reported the caravan is on site during the weekend. Cllr. Miss Warrilow to forward additional details.
Field 3 19/526/UNDEV - E-mail received from Enforcement stating a planning application will be requested.
- 2812 Mud on grass verge, Seisdon Road/Ebstree Road
Awaiting reply from Street Scene
- 2816 Dog fouling
Two sites for dog bins has been forwarded to Bob Taylor. One on Church Lane, Trysull end and one on Footpath 22 by Fox Road. Vice Chair will purchase signs.
- 2821 Councillor responsibilities
The Chairman has compiled a draft list of parish councillor responsibilities and welcomes feedback.
- 2822 Footpath 1 - barbed wire
Unable to be removed at present time.
- 2823 HGV's travelling through the Parish - signs
Outstanding job on the system for the sign to be reinstated but SCC are low on availability of signage crews.
- 2824 Speed Limits - Kinver group
In hand.
- 2825 Calendar competition
Progressing.
- 2828 Iron Fencing outside School
Most of fence removed. Cllr. Kelly to ask Contractor to remove two remaining pieces of iron.
Bollards, Playing Field car park
Bollards replaced but three further bollards need replacing. Cllr. Kelly to ask the Contractor to provide and install these.
- 2829 Cracked stone wall - footpat 11
Stone wall cracked and leaning over the path. Cllr. Beardsmore to inspect.
- 2830 Defibrillator
Cllr. Miss. Warrilow has investigated grants and costs involved. Waiting to hear from St. John's Ambulance for further information.
- 2832 Art and Craft Show 2022
Cllr. Mrs. Johns has discussed this with the Head Teacher of All Saints School and a date of 18th June 2022 has been suggested.

- 2835 Fox Road
Rumble strips to be put on the highway.
- 2836 Trees on the Green, Seisdon
Work has begun on reducing the height of the trees.
- 2837 Best Kept Village
Cllr. Mrs. Johns has completed the forms.
- 2838 Flag on the Green, Trysull
Union Jack and St. George flags purchased. Cllr. Kelly will meet with Mr. Compson to discuss the raising of the flag.

Highways

It was agreed all highway enquiries will be on the minutes for one month and then deleted.
Highway problems can be reported electronically direct to Highways by Councillors and members of the public. Phone 0300 1118000 or web site www.staffordshire.gov.uk 'Report a Fault'.

Crime and Disorder Implications

Section 17 of the Crime and Disorder Act 1998 places a duty on a local authority to consider crime and disorder implications and to exercise its various functions with due regard to the likely effect of the exercise of those functions and to all that it reasonably can to prevent crime and disorder in its area. Where relevant any decisions made at the Parish Council meeting have taken this duty of care into consideration.

DATE OF NEXT MEETING

Parish Council Meeting to be held on Wednesday 9th June 2021, 7.00 p.m. at the Village Hall, Trysull

Meeting ended 9.20 p.m.

SIGNED.....



DATED.....

