



Fradley and Streethay Parish Council

08.09.2020

To Members of the Council

You are hereby summoned to attend a virtual meeting by Zoom of the Parish Council to be held at 7.00pm on Tuesday 15th September 2020.

If members of the public have a question/query or wish to give a report to the Parish Council. Please contact the Clerk by email clerk@fandspc.org.uk with the details, at least 48 hours prior to the scheduled meeting.

To Join the Zoom Meeting

<https://us02web.zoom.us/j/89240987327?pwd=alpuQlVEbnhTT3BuaDVUY2IzRzRLQT09>

Meeting ID: 892 4098 7327

Password: 474738

Clare M Orme

Clare Orme, Clerk/RFO to Fradley and Streethay Parish Council

For the foreseeable future, it is proposed that this Parish Council uses "Zoom" to conduct remote meetings. Should a member of the public wish to observe the meeting it is requested that they contact the parish Clerk by email clerk@fandspc.org or by telephone 0771 9599132 for further guidance.

Remote Meetings Protocol

IMPORTANT

Members of the Public should be aware that the Parish Council Meeting will be recorded.

In order to ensure that the meeting is conducted in an orderly and lawful manner, members of the public wishing to observe the Meeting MUST WITHOUT FAIL OBSERVE THE FOLLOWING RULES.

On Joining the Meeting:

1. MUTE your microphone (SWITCH OFF).
2. Enable video (if you have it).

During the Meeting.

1. DO NOT SWITCH ON YOUR MICROPHONE UNTIL REQUESTED TO DO SO BY THE CHAIRMAN.
2. DO NOT attempt to speak until the Chairman asks you to speak
3. If you wish to speak be aware that you will be required to:
 1. Provide your name
 2. Confirm whether you are a registered Elector of Fradley and Streethay Parish.
 3. If you are not a registered elector as in 3 (2) above, you will need to state the basis on which you are raising the issue.
 4. In order to comply with the General Data Protection Regulations embodied in the Data Protection Act 2018 ('the Act') members of the public when speaking MUST NOT provide information that either directly or indirectly identifies any individual.

Further Information

Members of the public should be aware that any issues raised at the remote meeting by them under Public Speaking will not be commented on or debated by the Parish Council during the remote meeting. The Chairman will indicate if the issue will be added to a future agenda.



Agenda

- 1. To receive and approve apologies for absence**
- 2. Declaration of Members' Interests.**
 - a) Register of Interests: Councillors are reminded of the need to update their Register of Members Interests Forms.
 - b) To declare any Personal and Pecuniary Interest in items on the agenda and their nature. (Councillors with a Pecuniary Interest will be temporarily suspended from the meeting). Where a member indicates they have a Pecuniary interest but wishes to make representation regarding the item before leaving the meeting, those representations must be made under item (c) Public Speaking below.
- 3. Public Speaking**
 - a) At the start of the meeting a period of not more than fifteen minutes will be made available for members of the public and members of the Council to comment on **any matter in the agenda**.
 - b) If a County Council or District Council Member is in attendance, they will be given the opportunity to raise any relevant matter.
 - c) Members declaring a prejudicial interest who wish to make representation or give evidence under the Code of Conduct relating to Agenda items shall do so at this stage.
- 4. Variation to the Order of Business.**
- 5. To confirm and agree as a true record the minutes of the Parish Council meeting held via Zoom on 21 July 2020 – Once approved the minutes will be signed by the chair at a later date.**
- 6. To confirm and agree as a true record the minutes of the Extraordinary Parish Council meeting held on 11 August 2020 – Once approved the minutes will be signed by the chair at a later date.**
- 7. To confirm the notes of the internal meeting to discuss away forward with the Parish Council Office/Hub held via zoom on 20.07.2020**
- 8. To consider a contribution towards the installation of yellow lines on Halifax Avenue.**
- 9. To consider the purchase of road cones to help the situation of lorry parking as discussed at the site meeting, until yellow lines can be installed.**
- 10. Streethay Play Park**
 - a) To consider the purchase of further signage for the park
 - b) To consider the anti-social behaviour taking place in the park and measures to combat it.
 - c) To consider the replacement of the stolen planters and the insurance claim.
- 11. Request from Alrewas Parish Council to contribute to a fund to fight the Quarry and Cement proposed Factory should this go to appeal.**
- 12. Gap Analysis completed through SCC – To consider accepting all new documents, forms and logs in relation to Data Protection and GDPR and to consider training on GDPR for staff and Councillors as soon as possible.**
- 13. Invitation to attend the Annual General Meeting of the Staffordshire Playing Fields Association to be held via Zoom on Wednesday 21st October 2020 starting at 2.00 pm.**
- 14. To consider the Clerk Reports x 2 regarding the FYCC current position and a way forward**
- 15. To consider acquiring land for a community building at Streethay**
 - a) To receive the Clerks report.
 - b) To consider whether a valuation of the land is required.
 - c) To consider how the residents are to be consulted in respect of the proposed acquisition
 - d) To consider the Clerk approaching Miller homes to obtain more information in respect of the land proposed to be transferred and formally request it to be transferred.
- 16. Update on the Community Award**
- 17. Finance 2020/2021**

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- a) Consideration of the completed/conclusion of the AGAR for the Year Ended 31.03.2020 – Section 3 External Auditors Report and Certificate 2019/2020 and matters not effecting the External Auditors opinion:
- i. Fixed assets previously omitted from the asset register were initially accounted for as 2019/2020 additions, rather than a restatement figure of 2018/2019, box 9 – This was corrected and restated once raised by the External Auditor. The Parish Council to consider if any further actions are required.
 - ii. Community Assets such as war memorials were not initially valued at £1 in accordance with the accounting policy and the Practitioner’s Guide, so box 9 was overstated. – This was corrected and restated once raised by the External Auditor. The Council to consider if any further actions are required.
 - iii. Minor scope for improvement 2020/2021 – The Internal Auditor objective K, was ticked yes but should have been ticked not covered. The Internal Auditor was informed on 14.08.2020 to note this for the 2020/2021 end of year accounts and has apologised for the error – The Council to consider if any further action is required.
 - iv. Minor scope for improvement 2020/2021 – The RFO to certify the AGAR prior to publication. The AGAR was received by the External Auditor with the incorrect date being the day after approval. This has been noted by the RFO in preparation for the 2020/2021 end of year accounts. The Council to consider if any further action is required.
- b) To consider the financial statements unaudited for July and August 2020 – Bank Rec, Income/expenditure, actual against budget, and other supporting documentation as at 28 June 2020 1st Quarter and 28 August 2020.

Bank Reconciliation as at 28.07.2020

Current Account	127,911.21
Reserve Account	93,682.04
Less unrepresented Chq's	<u>4,730.00</u>
Total	216,863.25

Bank Reconciliation as at 28.08.2020

Current Account	117,186.24
Reserve Account	93,682.84
Less unrepresented Chq's	<u>1,306.86</u>
Total	209,562.22

- c) To confirm payments for July 2020 as follows:

CHEQUE NO.	PAYEE	DESCRIPTION	AMOUNT	POWER
August				
101352 to 101354	R D Services	Maintenance/Repairs	1,230.00	
101355	Total Lawn Care	Weed Spraying	270.00	
101356	D Beaumont	Handyman	408.23	
101357	S J Landscapes	Maintenance Contract	2,146.08	
101358	CS Notepad	Covid helpline	8.16	

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101359 to 101361 and DD for NEST	Salaries, Tax, NIC's		3,929.77	
September				
101362 to 101364 and DD for Nest	Salaries, Tax, NIC's		3,982.73	
101365	The Society of Local Council Clerks	Clerk Subscription	154.00	
101366	Staffordshire Playing Fields Association	Subscription	20.00	
101367	SJL Landscapes Ltd	Maintenance Contract	2,032.08	
101368	Vision ICT Ltd	Email hosting x 9	216.00	
101369	Ricoh UK Ltd	Photocopier Hire	71.51	
101370	Radii Skatepark Repairs	Repairs to Skate park	395.00	
101371	Radii Skatepark Repairs	Repairs to Whirlwind roundabouts at Streethay Park and Fradley Park	500.00	
101372	Tonks Brothers Tree Services	High Priority Tree Work	1,800.00	
DD	Plusnet	Telephone and Broadband	39.60	

d) To confirm the Income June 2020

DATE	INCOME FROM	DESCRIPTION	AMOUNT
28.08.2020	HSBC Bank	Bank Interest	0.80

18. Planning Applications for consideration and ratification

a)

Application No.	Location	Proposal	Comments by
20/00992/TRCA	Dale Cottage, Fradley Junction, Alrewas, Burton on Trent, Staffordshire, DE13 7DN	Removal of 2no Norwegian Spruce trees	17.08.2020 – No comment filed 14.08.2020
20/00501/FULM	Land Off Hay End Lane, Fradley, Lichfield, Staffordshire	Variation of condition 2 (landscaping) of permission 19/00555/REMM relating to correction of previously omitted fence detail on top of approved bund	17.08.2020 – No comment filed 14.08.2020.
20/00825/FUL	Land Off Burton Road, Streethay, Lichfield, Staffordshire	Demolition of Anchor Side bungalows (3no) and replacement with 3no. new bungalows, detached garages with associated landscaping, infrastructure, and access	20.08.2020 – No comment filed 14.08.2020
20/00835/FUH	107 Worthington Road, Fradley, Lichfield, Staffordshire	Installation of 2 No. dormers to rear elevation	27.08.2020 - No comment filed 14.08.2020, providing it does not detrimentally affect the neighbours



20/01044/FUH	2 Oaklands Close, Fradley, Lichfield, Staffordshire	First floor side extension to form bedroom with en suite	26.08.2020 - No comment filed 14.08.2020
20/01066/COU	Hill Farm, Ash Tree Lane, Lichfield, Staffordshire	Conversion and extension of barn to form a 5-bedroom dwelling	01.09.2020 - No comment filed 14.08.2020
20/00773/FUL	Land Adjacent Church Farm, Church Lane, Fradley, Lichfield	Erection of a detached 4-bedroom dwelling and associated works	04.09.2020 – No comment filed 03.09.2020
20/00928/FUL	Hilliards Cross Farm, Rykneld Street, Lichfield, Staffordshire	Demolition of farmstead including 2No. Dwellings and all Agricultural Buildings to be replaced by erection of 2No. Dwellings, Straw Storage Building, Livestock Building, Silage Clamp, 2No. Grain Stores, 3No. Machinery Storage Buildings, Machinery Workshop and Farm Office	25.09.2020
20/01031/OUTM	Midland Pig Producers Ltd Hay End Lane Fradley Lichfield Staffordshire WS13 8NW	Outline permission with all matters reserved except for access for a Residential-led Mixed Use Development comprising, C2 Care and Assisted Living, C3 residential including self-build and bespoke. Neighbourhood Centre including Community Facilities, Open Space and Landscaping (Resubmission of application 18/00078/OUTMEI)	16.09.2020 – Extension of time to comment requested 03.09.2020
20/01090/FUL	Railway Cottage Ash Tree Lane Lichfield Staffordshire WS13 8ND	Variation of condition 2 (approved plans) of permission 19/01427/OUT relating to increase in size of footprint of property	14.09.2020
20/01142/REMM	Land Off Hay End Lane, Fradley, Lichfield, Staffordshire	Variation of conditions 2 and 4 of application 19/00555/REMM relating to plot layouts, additional drainage ponds, facing materials and additional house types	24.09.2020
20/00501/FULM	Land Off Hay End Lane, Fradley, Lichfield, Staffordshire	Raising height of previously approved landscaping bund and erection atop of 1.5 m high fence	23.09.2020

- b) Draft Clerk Report with regards to the swapping of Parish Council Land as per the Greenlight Proposal – To note that this report was no longer required as the planning application was filed with LDC superseding any decisions to be made with regards to the proposal.
- c) Consideration for the Clerk to instruct the planning consultant to work on behalf of the Parish Councils, as soon as the Planning Application becomes live on the LDC website for the proposed Horner Avenue Development currently awaiting verification.
- d) LDC – to consider the street naming of the Hay End Lane Development.

19. Date of the next Zoom Parish Council Meeting to be confirmed as 20 October 2020.