

Fradley and Streethay Parish Council



To Members of the Council

You are hereby summoned to attend a meeting of the Parish Council to be held at 7.30pm on Tuesday 21st January 2020 at Fradley Village Hall, Church Lane, Fradley WS13 8NL

Members of the District Council, County Council, Public and Press are welcome to attend. Members of the Public may make representation to the Council under item 3 Public Speaking according to the Council's Standing Orders.

Clare M Orme

Clare Orme, Clerk to Fradley and Streethay Parish Council

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 Prejudicial Interest in items on the agenda and their nature. (Councillors with a Prejudicial Interest must leave the room at the relevant items). Where a member indicates they have a prejudicial 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. **Approval of the minutes from the Parish Council meeting held on 10th December 2019**
6. **Approval of the minutes from the Finance Committee meeting held on 12th December 2019**
7. **Clerk Reports**
 - a) Update – Installation of a notice board outside the Post Office
 - b) Approval of the revised Asset Register
 - c) LDC – Lichfield City Centre Master Plan Consultation – Consultation End 03.02.2020
 - d) HS2 – Common Design Elements Public Engagement Consultation 2.01.2020 to 30.01.2020
 - e) Proposal to sign up to the Armed Forces Covenant
 - f) Proposed Reserves Policy
 - g) Meeting notes from 16.12.2019 with SCC Highway Officers for information
 - h) Consideration of Parish Council reports for the Lichfield Mercury Newspaper by the Chair
 - i) Ratification of the Chairman speaking at the Planning Committee with reference to planning application 18/01693/FUL
 - j) WW2 75th Anniversary of VE Day Events
8. **Parish Councillor Reports – Committees and Working Groups**
 - a. Streethay School – Cllr Cope/Cllr Warburton
 - b. Village Signage Coming off the A38/Flower Tubs– Cllr Cope/Cllr Warburton
 - c. Streethay Community Building
9. **Fradley/Streethay Village Updates**
 - a. Play Areas and MUGA-to discuss repairs/replacement equipment, benches and signage.

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- b. HS2 Grant applications
- c. Parish Hub – Consider feasibility report

10. Planning Applications for Consideration.

a.

Application No.	Location	Proposal	Comments by
19/01696/ADV	Location: Wellington Trilogy, Wellington Crescent, Fradley Park, Lichfield	Proposal: Installation of 6no non illuminated building number signs	04.01.2020
19/01726/FUL	Location: Old Hall Farm, Old Hall Lane, Fradley, Lichfield	Proposal: Variation of condition 2 (approved plans) of permission 17/00477/FUL	13.01.2020
19/01334/FULM Amended Plans	Location: Land South East of Rykneld Street, Lichfield	Proposal: Erection of 20 affordable homes, including alterations to existing access and associated works	13.01.2020

11. Finance

a) To consider the financial statements for December 2019

b) To consider payments as follows:

CHEQUE NO.	PAYEE	DESCRIPTION	AMOUNT	POWER
101280	Fradley Village Hall	Room Hire	16.00	
101281 to 101284 101289 to 101290	Salaries, Tax, NIC's, Expenses and pension – December 2019 & January 2020		7,181.05	
101285	Planning Design Practice Ltd	Professional Fees – Stage 1	1,704.00	
101286	Komodo Graphics	Kiosk Graphics	400.00	
101287	Strysen Heating Ltd	Heating installation Meeting Room Fradley Village Hall	3,453.60	
101288	SJL Landscapes Ltd	Ground Maintenance Contract	1,955.59	
101291	Austin Prince Ltd	Payroll Services	275.00	
101292	Lending Hands	Handyman and Office Cleaning	255.00	

c) Consideration the Budget for 2020/2021 – Recommendations from the Finance Committee Meeting held on 12.12.2019. To recommended to full Council at their meeting on 21.01.2020 that the budget be agreed with the following amendments to the RFO's draft budget:

- to add a budget of £300.00 for Advertising/Promotions.
- to increase the insurance budget from £1,500.00 to £1,600.00.
- to add a budget for computer costs of £500.00 to allow for a communal computer within the new Parish Hub.
- to add a budget of £100.00 for books and publications to allow the Clerk/RFO to obtain a copy of the updated Charles Arnold Baker Book and to obtain a copy of the SLCC guide.
- to reduce the Website and Facebook budget from £1,500.00 to £1,000.00.
- to add a budget for waste collection at the Village Hall of £450.00 to account for the litter pickers currently using the Village Hall bin.
- to increase the donation budget for the Royal British Legion from £100.00 to £200.00 so that further lamppost poppies can be purchased if required.
- to increase the Ground Maintenance Contract from £20,080.78 to £22,080.78 to account for the extras that may be required.
- to increase the Christmas Tree/lights budget from £215.00 to £300.00 to allow for the fact that another tree and lights may be required within Streethay.
- to increase the budget for the refurbishment of the 2 x phone boxes and the relocation of one of them from £3,000.00 to £3,500.00.



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- to add the project for the Village Triangle on Church Lane with a budget of £500.00 for planting of trees, bulbs and the installation of extra planters.
- to add the project of the production and installation of at least 5 information boards around the village with a budget of £3,500.00.
- to remove the budget for the notice board at the post office as this was agreed to be completed at the Parish council Meeting held on 12.11.2019.
- to reduce the Tree Removal/Planting/Tree Report budget from £6,500.00 to £3,000.00. The reason, that the rest of the Tree Report costs should be taken from the ringfenced money specifically for tree work.
- to remove the budget of £500.00 for Misc. Maintenance – Open Space as this is no longer required as all items are now listed separately where required.
- to remove the Reserve Contingency Budget (3 months running costs) as there is currently enough money in the reserves if there should be an emergency.
- to reserve £30,000.00 towards the new Parish Council Office/Hub for 2020/2021.
- to remove the budget for the 8% staff increase, if this is required due to the National Joint Contract and Union agreement negotiations, this should be taken from the Reserves/Contingency Budget if required.
- to increase staff salaries by 2% from 01.04.2019. Dependent on the agreement of the National Joint Council and the Unions once the information becomes available. The Council should be aware that the full percentage increase will not be known until February/March. Salaries should be increased by the percentage stated/agreed by the National Joint Council if above the initial 2%.
- all other budgets and headings to be approved as per the draft budget prepared by the RFO.

d) Consideration the setting of the Precept for 2020/2021

12. Correspondence received

- a) Staffordshire Parish Council Association – Bulletins – 05.12.2019, 12.12.2019, 19.12.2019, 26.12.2019, 02.01.2020
- b) HS2 – Notice of southbound A38 work extension
- c) HS2 – Notice of temporary closure of Park Lane
- d) SCC – Wood End Lane Highway Report 4180714 works taken place to repair open drain
- e) Vision ICT – Newsletter
- f) LDC – Published Forward Plan
- g) LDC – Confirmation TPO number 439-2019 – Hay End Lane, Fradley has been confirmed without modification
- h) Cadnet Gas Ltd – Notification of Cadnet Gas Ltd High or Intermediate Pressure Pipeline survey
- i) The Rawlett School – Proposal to offer sixth Form Provision, consultation end
- j) Parish News
- k) The Community Foundation – Grant Manager Sally Grieve is retiring, invitation to say goodbye
- l) Meeting notes from 16.12.2019 with SCC Highway Officers for information
- m) Staffordshire Smart Alerts list

13. To consider a resolution under the Public Bodies (Admission to Meetings Act 1960) to exclude members of the Public.

- a. Tree Report quotes

14. Date of the next Parish Council Meeting to be approved – 18th February 2020 Fradley Village Hall, commencing at 7.30pm.