



Fradley and Streethay Parish Council

*Minutes of the Virtual Annual Parish Council meeting held at 7:00pm on
Thursday 6 May 2021*

Present:

Councillors Simon Roberts (Chair), Harry Warburton, Stan Whitehead, Glen Bown and Caroline Dale. Cllr Jurgen Nijim (from item 4 c).

In Attendance:

District Cllr David Leytham, County Cllr Janet Eagland, Clare Orme (Clerk) and Wendy Hollinshead (Asst. Clerk) and four members of the public.

The Chair welcomed everyone to the virtual meeting of the Parish Council and explained how the meeting would operate

1. Minute Number 47/2021- Election of the Chair

Resolved: Cllr Simon Roberts was elected as Chairperson to Fradley and Streethay Parish Council for the ensuing year. (Cllr Simon Roberts thereupon occupied the Chair)

Resolved: In accordance with the Local Government Act 1972 Cllr Simon Roberts read and signed the Declaration of Acceptance of Office before the Clerk via the Zoom camera.

2. Minute number 48/2021-Election of Vice Chair

Resolved: Cllr Glen Bown was elected as Vice Chairperson to Fradley and Streethay Parish Council for the ensuing year.

3. Minute Number 49/2021-Apologies for absence

None

Cllr Roberts informed the meeting that two parish councillors, Darren Peck and Alan Cope had resigned from the Parish Council. Cllr Roberts thanked both Councillors for their public service and the significant contributions both had made to the Parish Council.

4. Minute Number 50/2021 – Declaration of Members Interests

None

5. Minute Number 51/2021 - Public Speaking

a) Minute Number 51/2021/A – County Councillors report

Cllr Eagland reported that the double yellow lines project on Halifax Avenue was nearing completion. This has been achieved through good co-operation between the County Council, the Parish Council and local businesses. On Monday evening LDC will give consideration to the planning application for the new school on the Sheasby Estate.

b) Minute number 51/2021/B - District Council Representatives Report

Cllr Warburton reported that there have been changes at the District Council and a temporary CEO has been appointed. All four scrutiny committees have been combined into one. The Local Plan is still awaiting the outcome of the traffic survey which has been on hold due to the pandemic. The LDC lottery has gone ahead successfully. The fly tipped sofas have been removed from the Green in Streethay.

Cllr Leytham reported that LDC are looking into the expenditure of the Community Infrastructure Levy received by the District. Consideration is being given to allotting each Councillor a fund of £300 to spend within their Ward. The dry recycling is being considered as it is not profitable. There has been an enquiry into the sale of land to Bromford Homes at Netherstowe and this will be published. It seems that the policy was not followed due to an oversight. The Council has had 3 reports of fly tipping in Gorse Lane.

c) Minute Number 51/2021/C –Public Speaking

A resident representing the Best Kept Village Group wanted the Council to consider allowing the planting of spring bulbs in Watersmeet. The group would also like to plant flowering trees in the village. She also wished to bring to the attention of the Council the Great Spring Clean which will take place in the Parish from May 25 to June 13 and asked for the PC to promote the event on the PC website and Facebook page.

A Resident asked about the proposed Horner Avenue development and whether the PC would continue to support the residents opposed to the plans. The plans for the road access had been



Fradley and Streethay Parish Council

Minutes of the Virtual Annual Parish Council meeting held at 7:00pm on Thursday 6 May 2021

amended by the developer but these seemed to ignore the findings of the independent highway report commissioned by the Parish Council. The residents wished to meet with the District Councillors and Parish Council to discuss this latest development before the deadline for further submissions. Cllr Roberts suggested that the residents organise a Zoom meeting and the Parish Council representative will attend.

d) Minute Number 51/2021/D – Police Representatives Report

There were no Police Representatives present at the meeting and there was nothing to report.

6. Minute Number 52/2021-Variation to the Order of Business

Resolved: To vary the order of business to include:-

**To add planning applications 20/01178/FULM and 21/00531/FUL for decision to item 22
Planning Application for Consideration**

7. Minute Number 53/2021- To confirm and agree as a true record of the minutes of the previous Parish Council meeting held by Zoom on 18 March 2021

Resolved: The minutes of the Parish Council meeting on 18 March 2021 were confirmed and agreed as a true record.

8. Minute number 54/2021- To note the notes of the meeting with Barratt Homes held on 12 March 2021

Resolved: To approve the notes of the meeting with Barratt Homes held on 12 March 2021

9. Minute number 55/2021- To note the notes of the meeting held with the FYCC held on 23 March 2021.

Resolved: To approve the notes of the meeting with the FYCC held on 23 March 2021.

10. Minute number 56/2021- To note the notes of the CRT site meeting held on 30 March 2021

Resolved: To approve the notes of the meeting with CRT held on 30 March 2021.

11. Minute number 57/2021- To note the notes from the meeting with Planning Design held on 21 April 2021.

Resolved: To approve the notes from the meeting with Planning Design held on 3 March 2021

12. Minute number 58/2021 Clerks Report

a. **FYCC update.** The notes from the meeting on 23 March had been circulated.

b. **Update website and website analytics.** It was noted that most hits come direct from the Facebook page. The analytics will continue to be monitored.

c. **Update on the complaint to Redrow re Watersmeet.** Some soil had been put into the sunken area in Watersmeet presumably by Redrow although they had not contacted the Parish Council to advise they were carrying out this work.

d. **Request from a resident to have a phone box book swap library.**

Resolved: This item was deferred to the next meeting for further consideration.

e. **Consider VE Day preparations and the purchase of a silhouette.**

Resolved: There is insufficient time before VE Day this year, matter deferred to next meeting for further consideration.

f. **Consider the purchase of litter picking equipment for volunteers to use.**

Resolved: To authorise the Clerk to purchase equipment for litter picking up to £100.

g. **Consider issues with tree numbers T225 & T226 on the tree report causing damage to the pathway at a residential property adjoining the open space on Worthington Road.**

Resolved: To consider trees on a case-by-case basis, matter deferred to the next meeting for further consideration.

h. **Consider the installation of extra dog/litter bin at Fradley Junction**

Resolved: To install one further litter bin at Fradley Junction.

i. **Litter Picking event will take place in the village on 12 June 2021 details to be confirmed and advertised.** The details were noted and will be publicised on the PC website and Facebook page.



Minutes of the Virtual Annual Parish Council meeting held at 7:00pm on Thursday 6 May 2021

- j. **Open Gardens Group request to plant flowering trees and bulbs around the village on Parish Council land.** A similar request had been received from the Beavers. The planting cannot take place until the Autumn.
Resolved: to co-ordinate the groups wishing to plant and consider at a later meeting the exact areas where this can take place.
- k. **Responding to Clerks emails.** The Clerk asked Councillors to please respond promptly to emails headed "Response Required" to avoid delays.
- l. **Clerk report on Remote Meetings**
- i. To consider bringing forward the Annual Parish meeting to Thursday 6 May 2021
Resolved: to ratify the decision to bring forward the Annual Parish Meeting to 6 May 2021
 - ii. To give delegated authority to the Proper Officer and the Chairman to pay all suppliers and salaries between 7 May 2021 and 21 June 2021 as appropriate and in line with the Standing Orders and budget allocations already approved.
Resolved: to give delegated authority to the Proper Officer and the Chairman to pay all suppliers and salaries between 7 May 2021 and 21 June 2021 as appropriate and in line with the Standing Orders and budget allocations already approved.
 - iii. To give delegated authority to the Proper Officer to email all planning applications to the Councillor and file all comments with LDC planning department as appropriate.
Resolved: To give delegated authority to the Proper Officer to email all planning applications to the Councillor and file all comments with LDC planning department as appropriate.
 - iv. To give delegated authority to the Proper Officer to deal with any urgent matters as they arise in correspondence with the Chairman.
Resolved: To give delegated authority to the Proper Officer to deal with any urgent matters as they arise in correspondence with the Chairman
 - v. The Proper Officer to report all matters dealt with under delegated authority at the next available Parish Council Meeting for ratification
Resolved: that the Proper Officer to report all matters dealt with under delegated authority at the next available Parish Council Meeting for ratification

13. Minute number 59/2021 NALC Award- Foundation Level

- a) The Parish Council to confirm by resolution that it has met all criteria for the Local Council Award Scheme Action Plan for the Foundation Level.
Resolved: The Parish Council confirmed that it has met all criteria for the Local Council Award Scheme Action Plan for the Foundation Level.
- b) The Parish Council to confirm by resolution that it publishes online the documentation and information in place for operating lawfully and according to standard practice.
Resolved: The Parish Council confirmed it publishes online the documentation and information in place for operating lawfully and according to standard practice.
- c) The Parish Council to confirm that it has policies for training councillors and officers and is building a foundation for improvement and development.
Resolved: The Parish Council confirmed that it has policies for training councillors and officers in place and is building a foundation for improvement and development
- d) The Parish Council to confirm by resolution that it recognises its duties in relation to biodiversity and crime and disorder in relation to the Action Plan.
Resolved: The Parish Council recognises its duties in relation to biodiversity and crime and disorder in relation to the Action Plan.



Fradley and Streethay Parish Council

*Minutes of the Virtual Annual Parish Council meeting held at 7:00pm on
Thursday 6 May 2021*

- e) The Parish Council agrees for the Clerk to notify the accreditation panel co-ordinator when the resolutions have been agreed and provide a completed application form, including webpage addresses to where the information can be found online.

Resolved: The Parish Council agreed the Clerk should notify the accreditation panel co-ordinator that the resolutions have been agreed and provide a completed application form, including webpage addresses to where the information can be found online

14. Minute number 60/2021-Policies and Procedures for consideration

- a. To Consider the Bench Memorial Plaque Policy – as agreed under delegated authority and email as agreed at the March Parish Council Meeting.

Resolved: To adopt the Bench Memorial Plaque Policy

- b. To consider the Recording Meetings Policy

Resolved: To adopt the Recording Meetings Policy

- c. To Consider the Meeting Attendance Policy

Resolved: To adopt the Meeting Attendance Policy

- d. To consider the Internal Audit Control Statement and Internal Audit Checklist

Resolved: to approve the Internal Audit Control Statement and Internal Audit Checklist

- e. To consider the NALC Equality & Diversity Policy

Resolved to adopt the NALC Equality & Diversity Policy

15. Minute number 61/2020- Update refurbishment of Streethay Play Park.

The Tender document have been placed on the Government website “Contract Finder” with a closing date of 31 May 2021. The Grant Application is being processed by HS2.

16. Minute number 62/2021- Update Parish Council Office/Hub

a. Update on correspondence with LDC in relation to S106 funding. Confirmed that £92157 will be available against a project of £150,000.

b. Update re instruction of planning consultants. Two meetings had been held with the planning consultants and there are 3 possible locations for the Hub within the area by the MUGA.

Cllr Bown gave a short presentation on the three options for siting the proposed Parish Hub building.

Resolved: To plan to site the building near to the existing entrance from the car park along the western boundary of the site and the planning consultants be instructed to proceed with more detailed plans for that location.

17. Minute number 63/2021- Update proposed community building at Streethay

A survey of residents has been completed showing demand for a multi-use community building to provide space for indoor sports, social events and a drop in café. The currently propose site is too small and the funds available are insufficient to build the facility wanted by the community. Clerks to arrange another meeting to further discuss the issues.

18. Minute number 64/2021 Update on the consideration to adopt a stretch of canal towpath along with repairs/refurbishment and the installation of benches and information board and update from the site meeting held on 31 March 2021 and consideration to obtain quotes.

Resolved: to defer this matter to the next meeting.

19. Minute number 65/2021-Finance

- a. To confirm payments for April 2021 as follows:

CHEQUE NO.	PAYEE	DESCRIPTION	AMOUNT	POWER
101441 to 101443, Inc.	Salaries, Tax, NIC's and Pension Contributions		3,937.91	

Fradley and Streethay Parish Council

*Minutes of the Virtual Annual Parish Council meeting held at 7:00pm on
Thursday 6 May 2021*



DD for Nest Pensions				
101444	Tonks Brothers Tree Services	Medium Priority Tree Work	1,500.00	
101445	CSnotepad	Coronavirus Helpline	10.20	
101446	Vision ICT Ltd	Hosting of Email accounts from June 21 to May 22	216.00	
101447	Staffordshire County Council	Yellow Line Project Halifax Avenue	7,500.00	
101448	Lending Hands	Handyman Service	262.50	
101449	Austen Prince Ltd	Payroll Services	315.00	
101450	7 th Lichfield Scout Group	Delivering the Newsletter	50.00	
DD	Information Commissioners Office	Subscription	35.00	
DD	Plusnet	Telephone and Broadband	39.60	

Resolved: The above payments were approved

b. To confirm the Income March 2021

DATE	INCOME FROM	DESCRIPTION	AMOUNT
01.03.2021	Vendure Land Management Ltd	Wellington Gardens bin emptying	312.00
26.03.2021	XPO Supply Chain UK	Yellow Line Project Halifax Avenue	3000.00
28.03.2021	HSBC Bank	Bank Interest	0.72

Resolved: The above income for March 2021 was approved.

c. Payments for May 2021 to be paid under delegated authority by 20 May 2021 due to the meeting being brought forward.

Resolved: That payments for May be paid under delegated authority by 20 May 2021.

20. Minute number 66/2021 -Year End Documents:

a) **Consider the Land and Building Register as at 31.03.2021**

Resolved: To approve the Land and Building Register as at 31.03.2021

b) **Consider the Asset Register as at 31.03.2021**

Resolved: To approve the Asset Register as at 31.03.2021

c) **Consider Councillor Responsibility form as at 31.03.2021**

Resolve: To approve the Councillor Responsibility form as at 31.03.2021

21. Minute number 67/2021-Year End Accounts to 31.03.2021

a. **Section 1 – Annual Return - Annual Governance Statement 2020/2021 for approval**

i. **Consider the findings of the Review of the effectiveness of the systems of Internal Control by the members as a whole.**

ii. **Consider the system of Internal Audit that has been in place between 01.04.2020 and 31.03.2021 before confirming compliance with assertion 2 and 6 of the Annual Governance Statement.**

iii. **Approve the Annual Governance Statement by resolution in advance of approving the Accounting Statement**

Under the Accounts and Audit Regulations, Fradley and Streethay Parish Council are obliged to carry out a review of the effectiveness of its internal controls and Financial Regulations.

There is also a requirement to conduct a review of the effectiveness of the Council's system of Internal Audit.



Fradley and Streethay Parish Council

*Minutes of the Virtual Annual Parish Council meeting held at 7:00pm on
Thursday 6 May 2021*

The Financial Regulations under which the Parish Council's internal controls operate, are required to be reviewed at least annually. As the Clerk/RFO to the Parish Council on its financial issues, I recommend that no changes are required at this time unless the Parish Council require different controls.

Resolved: Fradley and Streethay Parish Council agreed with the Clerks that no changes were required at this time to the Fradley and Streethay Parish Council's Financial Regulations under which Fradley and Streethay Parish Council's internal controls operate.

In relation to the effectiveness of the system of internal audit. the Parish Council has appointed a qualified Auditor being Brian Wood to act as its independent internal auditor. The role of the internal auditor is to assist the Parish Council in fulfilling its responsibility for the prevention and detection of fraud, corruption, errors and mistakes. It is for the Parish Council to determine the level of internal audit required based on the internal controls in place. Currently the internal auditor undertakes an internal audit after the end of the financial year. Amongst other things he reviews the internal controls and ensures that the Parish Council has complied with its own Financial Regulations. As Clerk/ RFO I provide quarterly bank reconciliation to the Internal Auditor if required together with copies of bank statements. All payments are approved by the Parish Council and all invoices are available for inspection by the Council at their meetings under normal circumstances.

As Clerk/RFO I am happy with these arrangements and would not wish to change them unless the Parish Council requires something different, as it provides both the Parish Council and me with an element of security. As Clerk/RFO I am therefore satisfied with the effectiveness of the Parish Council's system of Internal Audit.

The Council considered the report by the Clerk/RFO and Proper Officer regarding the obligations of the Council relating to the Financial Regulations, Internal Control Policy and the effectiveness of the Internal Audit.

Resolved: Fradley and Streethay Parish Council having reviewed the effectiveness of the system of Internal Audit, approved the current arrangements in place.

Section 1 - The Annual Governance Statement sets out the Parish Councils responsibility for ensuring that there is a sound system of Internal Control, including the preparation of the accounting statement. Therefore, the Parish Council Members are asked to confirm that the Annual Governance Statement for 2020/2021 fairly reflects the corporate governance arrangements in place for the Parish Council in relation to this matter.

The Parish Council Members were asked to confirm that, to the best of their knowledge, the Council's Corporate Governance arrangements as set out in Section 1 of the Annual Governance Statement for 2020/2021 were correct as follows:

The Clerk asked the Parish Council to either agree yes or no with regards to the following statements:-

Box 1 - Has the Council put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements. Has the Council prepared its accounting statements in accordance with the Accounts and Audit Regulations?

Resolved: Fradley and Streethay Parish Council agreed yes that they had put in place arrangements for effective financial management during the year and for the preparation of



the accounting statement. They also confirmed that they had prepared their accounting statement in accordance with the Accounts and Audit Regulations.

Box 2 - Has the Council maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness. Has the Council made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge?

Resolved: Fradley and Streethay Parish Council agreed yes that they had maintained an adequate system of Internal Control, including measures to prevent and detect fraud and corruption. They also agreed that they had proper arrangements in place and accepted responsibility for safeguarding public money and resources in their charge.

Box 3 - Has the Council took all reasonable steps to assure themselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of the authority to conduct its business or manage its finances. Has the Council only done what it has the legal power to do and has it complied with Proper Practices in doing so?

Resolved: Fradley and Streethay Parish Council agreed yes that they had taken all reasonable steps to assure themselves that there were no matters of actual or potential non-compliance with laws, regulations or proper practices that could have had a significant financial effect on the ability of Fradley and Streethay Parish Council to conduct its business, or on its finances. Fradley and Streethay Parish Council agreed that they had only done what they had the legal power to do and had complied with proper practices.

Box 4 - Has the Council provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations? Has the Council during the year gave all persons interested the opportunity to inspect and ask questions about the authority's accounts?

Resolved: Fradley and Streethay Parish Council agreed yes that they had provided proper opportunity during the year for the exercise of elector's rights in accordance with the requirements of the Accounts and Audit Regulations and they had given everyone the opportunity to inspect and ask questions about the Fradley and Streethay Parish Council Accounts.

Box 5 - Has the Council carried out an assessment of the risks facing the authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required. Has the Council considered and documented the financial and other risks it faces and dealt with them properly?

Resolved: Fradley and Streethay Parish Council agreed yes that they had carried out an assessment of the risks facing them and had taken appropriate steps to manage those risks, this included internal controls and external insurance cover where appropriate. Fradley and Streethay Parish Council agreed that they had considered the financial and other risks it may have faced and have dealt with them properly where required to do so.

Box 6 - Has the Council maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems. Has the Council arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of the smaller authority?

Resolved: Fradley and Streethay Parish Council agreed yes that they had in place throughout the year, an adequate and effective system of internal audit of the accounting records and control systems. Fradley and Streethay Parish Council agreed that they had arranged for an internal competent auditor, independent of its financial controls and

Fradley and Streethay Parish Council



Minutes of the Virtual Annual Parish Council meeting held at 7:00pm on
Thursday 6 May 2021

procedures, to give an objective view on whether Fradley and Streethay Parish Council's internal controls met the needs of the Council.

Box 7 - Has the Council took appropriate action on all matters raised in reports from internal and external audit. Has the Council responded to matters brought to its attention by internal and external audit?

Resolved: Fradley and Streethay Parish Council agreed yes that they had took appropriate actions where required on all matters in reports from the Internal and External Auditors and had responded to any matters brought to their attention where required.

Box 8 - Has the Council considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have had a financial impact on the authority and, where appropriate, have the Council included them in the accounting statements. Has the Council disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant?

Resolved: Fradley and Streethay Parish Council agreed yes that they had considered where relevant any litigation, liabilities or commitments, events or transactions occurring either during or after year end, which may have had a financial impact and where appropriate have included them in the accounting statement. Fradley and Streethay Parish Council agreed that they had disclosed everything that they should have in relation to their business activity during the year and anything taking place after the year end where relevant.

Box 9 - In our capacity as the sole managing trustee has the Council discharged its accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit. Has the Council met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts?

Resolved: Fradley and Streethay Parish Council agreed that this was not applicable as they are not responsible for any charities.

b. Section 2 – Annual Return – Accounting Statement 2020/2021

- i. Consider the Accounting Statement by the members as a whole**
- ii. Approve the Accounting Statement by resolution including bank reconciliation, income/expenditure, VAT Claim and all other supporting documentation and**
- iii. Ensure the Accounting statements are signed and dated by the Chairman.**

Resolved: Fradley and Streethay Parish Council approved that the year ended 31.03.2021, Accounting Statement in the Annual Return Section 2, presented fairly the financial position of the authority and its income and expenditure.

Resolved: Fradley and Streethay Parish Council agreed for the Accounting Statement ending 31.03.2021 be signed and dated by the Chair and RFO.

Bank Reconciliation Figures as at 28.03.2021:

Current Account	93,688.30
Reserve Account	103,335.76
Less unrepresented Chq's	<u>4,753.35</u>
Total	192,270.71

Resolved: Fradley and Streethay Parish Council approved the Bank Reconciliation and all other supporting information supporting the Annual Governance and Accountability Return.

Fradley and Streethay Parish Council



Minutes of the Virtual Annual Parish Council meeting held at 7:00pm on Thursday 6 May 2021

c. Confirm the dates of 14 June 2021 to 23 July 2021 for the Notice of Publication of unaudited Annual Governance and Accountability return for the year ending 31.03.2021 and the Provision of the Exercise of Public Rights

Resolved: Fradley and Streethay Parish Council approved the dates of 14 June 2021 to 23 July 2021 for the Notice of Publication of the Unaudited Annual Governance and Accountability Return and the Provision of Public Rights.

Resolved: Fradley and Streethay Parish Council approved that the notice should be published before 13 June 2021.

d. Consider changing the bank account from HSBC to Unity Trust to include dual authorisation online banking for payments.

Resolved: Fradley and Streethay Parish Council approved to move the current account only to Unity Trust Bank, to set up internet banking and a multipay card system.

Resolved: To change the current account over under the current bank mandate.

22. Minute number 68/2021-Planning Applications for consideration and ratification

a)

Application No.	Location	Proposal	Comments by
L.20/03/867 M	at Land South of the A513, Orgreave, Alrewas, Staffordshire	Proposed sand and gravel extraction, the erection of plant and infrastructure and creation of new access, in order to supply the HS2 project with ready mix concrete, with export of surplus sand and gravel	27.04.2021
21/00276/FUH	Bear Cottage, Heath Gap, Fradley, Lichfield	Erection of single storey extension to replace conservatory	22.04.2021 – No comment filed with LDC
19/01334/DISCH	Land South East Of, Ryknild Street, Lichfield, Staffordshire	Discharge of Conditions 3 (Drainage Plans & Details), 4 (Construction Environment Management Plan), 5 (Drainage Plans & Details), 6 (Archaeological Details), 7 (Landscape & Planting Scheme), 8 (Vegetation Retention Measures), 9 ("Minimum Dig" Method Statement), 12 (Biodiversity Requirements), and 13 (External Lighting) of permission 19/01334/FULM.	20.04.2021 – No Comment Filed with LDC
21/00623/FUH	5 Beeches Croft, Fradley, Lichfield, Staffordshire	Erection of ground floor extensions to rear, side and front	01.05.2021 -No Comment filed with LDC
21/00428/COUM	Fradley Park Industrial Estate, Wood End Lane, Fradley, Lichfield	Development of a new lorry park comprising 120 spaces with associated access, landscaping, surface water attenuation and associated infrastructure	01.05.2021 – No comment filed with LDC
21/00315/FULM	Fradley Airfield, Wood End Lane, Fradley, Lichfield	Construction of production /storage warehouse with associated yard including access roadway	06.05.2021
20/01178/FULM	Land Off Horner Avenue, Fradley, Lichfield, Staffordshire	Full planning application for a residential development with associated works and public open space, and access from Horner Avenue and Ward Close	17.05.2021



21/00531/FUL	D104 Fradley Park, Halifax Avenue, Fradley, Lichfield	The insertion of new openings to the northern and eastern elevations, mechanical plant and louvres to the eastern and southern elevations, installation of CCTV cameras and security gates	26.05.2021
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Resolved: To continue to support Alrewas Parish Council in objecting to application L.20/03/867 M.

Resolved: To delegate further response to application 20/01178/FULM to Cllrs Roberts and Bown.

Resolved: To make no comment on the other applications above.

b) Local Plan Review – Update

There had been no significant progress on the Local Plan.

c) SCC - Proposed 30mph speed limit on Netherstowe Lane, Lichfield Consultation closing date for comments 5 April 2021.

d) SCC - Wood End Lane - Netherstowe Lane, Lichfield Proposed Speed Limit Restrictions -TRO closing date for comments 12 April 2021

e) SCC - HS2 Phase 1 - Lorry Route for SCC Approval - National Grid site access, Shaw Lane, Handsacre – Draft Decision Notice anticipated to be formally issues by mid-April.

f) SCC - Proposed Highway Alterations at Hay End Lane, Fradley – Comments required by 18 April 2021.

g) Hammerwich Neighbourhood Plan Local Authority Publicity Period (Regulation 16 Consultation) will be available to view, and comment Start date: 24/03/21 09:00 End date: 05/05/21 17:00

Resolved: to note items c) to g) above.

23. Minute Number 69/2021 Items for information

a) **SCC and Cllr Eagland – Emailed to Cllr’s and added to website and Facebook where appropriate.**

- i. Update: Lichfield community testing - good availability – 16 March 2021
- ii. Your Library and Arts Service in April – 31 March 2021
- iii. 4230040 - Alrewas Road and Kings Bromley Road - close that length of Alrewas Road and Kings Bromley Road from the junction with Yoxall Road to the junction with the A38 Rykneld Street for a period of 2 days but no more than 5 days from 17th April 2021 – 1 April 2021
- iv. FW: Staffordshire Archives & Heritage Update 8 April 2021
- v. agland, Janet (County Cllr), these conversations could help get you up to speed this week – 8 April 2021
- vi. Library and Arts Service Update – 9 April 2021
- vii. Stakeholder Update - Community Testing w/c 5.04.2021 – 9 April 2021
- viii. Stakeholder Update - Community Testing w/c 12.04.2021 – 9 April 2021
- ix. The Website For Jobs In Local Government – 9 April 2021
- x. FW: 4237775 Alrewas Hayes, Orgreave - TEMPORARY TRAFFIC REGULATION NOTICE EMERGENCY CLOSURE Alrewas Hayes Orgreave – 12 April 2021
- xi. Fradley and Streethay Footpath No 1 - Health & Safety Pathway (Issue 13663) – 15 April 2021
- xii. Covid-19 Weekly Update for Members 19 April 2021
- xiii. HS2 Phase 1 - Lorry Route for SCC Approval - Balfour Beatty VinciA515 Lichfield Road, Rileyhill – 22 April 2021
- xiv. TR45/20 Halifax Avenue, Fradley – 22 April 2021



Minutes of the Virtual Annual Parish Council meeting held at 7:00pm on Thursday 6 May 2021

- xv. Staffordshire Libraries – 20 April 2021
- xvi. Staffordshire Day is coming! – 26 April 2021
- b) **LDC and District Council Ward Member – emailed to Cllr's and added to website and Facebook where appropriate.**
 - i. Council leader encourages residents to take part in Census 2021 – 10 March 2021
 - ii. Covid-secure voting – 11.03.2021
 - iii. Candidate & Agent Briefing Meetings (Virtual) 10 and 16 March 2021
 - iv. Media Release - Micro businesses can benefit from free expert advice thanks to unique councils' partnership with leading national support body – 15 March 2021
 - v. Media Release - Council buildings to get greener with £1 million grant – 17 March 2021
 - vi. Final reminder to put forward views on Lichfield's future parking options – 18 March 2021
 - vii. Lichfield District Start Up Grant Scheme and Staffordshire Means Back to Business Support Scheme – 18 March 2021
 - viii. Grant scheme aims to create more business start-ups – 18 March 2021
 - ix. PTTRO 4227549 Dumore Hay Lane, Fradley – Diversion of vehicular traffic Dumore Hay Lane, Fradley – 23 March 2021
 - x. Media release - Hammerwich neighbourhood plan consultation begins – 26 March 2021
 - xi. Voters urged to register in time to have their say in May – 26 March 2021
 - xii. Counting down the days to first community lottery draw – 26 March 2021
 - xiii. Help for businesses on offer thanks to county partnership – 29 March 2021
 - xiv. LDC News - April 2021 – 1 April 2021
 - xv. Media Release - New housing service launched – 1 April 2021
 - xvi. Newly published plan Published Forward Plan – 1 April 2021
 - xvii. Views sought on customer service – 6 April 2021
 - xviii. Businesses invited to apply for a Restart Grant – 7 April 2021
 - xix. Views sought on customer service – 6 April 2021
 - xx. Businesses invited to apply for a Restart Grant – 7 April 2021
 - xxi. Lichfield District Council – Reopening – 7 April 2021
 - xxii. Media Statement - Condolences from Lichfield District Council following the death of His Royal Highness the Duke of Edinburgh – 9 April 2021
 - xxiii. Spate of fly-tipping over Easter – 12 April 2021
 - xxiv. Lichfield Community Lottery celebrates first draw – 15 April 2021
 - xxv. Community Renewal Fund – 15 April 2021
 - xxvi. Save the date for the Great British Spring Clean 2021 – 19 April 2021
 - xxvii. LDC appoints interim chief executive – 22 April 2021
 - xxviii. Lichfield District Council - Welcome Back fund – 23 April 2021
 - xxix. LDC Weekly Planning Application List - 19 February 2021, 26 February 2021, 1 March 2021, 8 March 2021, 15 March 2021, 19 March 2021, 9 April 2021, 16 April 2021, 23 April 2021**
- c) **Neighbourhood Alert – Updates added to the website and Facebook page.**
 - i. Worried About Getting Hacked? – 23 March 2021
 - ii. The latest from the UK's largest Public Sector Network – 25 March 2021
 - iii. National Insurance Number Phone Scams – 26 March 2021
 - iv. Theft of Catalytic Converter - Maple Grove - Lichfield - Overnight 26th March 2021
 - v. Changes To Covid Restrictions from 29 March 2021



Minutes of the Virtual Annual Parish Council meeting held at 7:00pm on Thursday 6 May 2021

- vi. Police Officer Recruitment Through the PCDA Scheme Opens Today 29/03/2021
 - vii. Neighbourhood Watch Launches Protect Your Car Campaign – 1 April 2021
 - viii. News Newsletter - April Edition – 8 April 2021
 - ix. Damage To Vehicle – Lichfield – 8 April 2021
 - x. Kids Online 2021 – 8 April 2021
 - xi. Did You Witness A RTC? – Amended – 8 April 2021
 - xii. Police Highlight Four Signs of Stalking – 19 April 2021
 - xiii. Media Release - Netherstowe and Leyfields investigation report made available – 19 April 2021
 - xiv. Media Release - Site investigation work to start at Stychbrook Park – 19 April 2021
 - xv. Current Volunteer Opportunities Through Staffordshire Commissioners Office – 20 April 2021
 - xvi. Tennis For Free returns to Beacon Park this Sunday – 22 April 2021
- d) **HS2**
- i. HS2 in Staffs update: New interactive map lets you see when and where HS2 works are taking place in your area – 12 March 2021
 - ii. HS2 in Staffs update: Stafford company Deep Soil Mixing uses recycling on a massive scale at HS2 site in the Midlands – 12 March 2021
 - iii. HS2 notification temporary road closure Lichfield Road, Whittington area March 29th 4 days – 15 March 2021
 - iv. HS2 works notification: Temporary footpath closures on Kings Bromley 0.392 and Fradley and Streethay 35 – 15 March 2021
 - v. HS2 notification temporary road closure Lichfield Road, Whittington area March 29th 4 days HAS BEEN CANCELLED AND WILL BE RESCHEDULED – 17 March 2021
 - vi. HS2 Phase 2a newsletters - and invite to online presentation about route wide ground investigations – 17 March 2021
 - vii. HS2 - Local Authority Statutory Role – 19 March 2021
 - viii. HS2 works notification - Notice of temporary traffic management on Wood End Lane near Lichfield – 23 March 2021
 - ix. HS2 Notification Traffic management Cappers Lane April 5-9 -23 March 2021
 - x. Notice of works A38 – 22 March 2021
 - xi. HS2 Phase 2a online presentations update – 24 March 2021
 - xii. HS2 Phase 2a National Grid works – 26 March 2021
 - xiii. HS2 notification Ground Investigation works Fradley & Streethay area April 12 for 4 months – 29 March 2021
 - xiv. Notice of works - Wood End Lane Archaeology Works 26 April 2021
 - xv. HS2 in Staffs update: Notices of HS2 related traffic management in Lichfield area – 1 April 2021
 - xvi. HS2 in Staffs update: HS2 accelerates north as first works contract signed on route from West Midlands to Crewe – 7 April 2021
 - xvii. HS2 notification Lichfield Road 24/4 for 4 days – 9 April 2021
 - xviii. Hollie Guard App – 19 April 2021
 - xix. HS2 in Staffs update: Free online information event: Sign up to find out more about the Phase 2a Biodiversity Investment Fund – 19 April 2021
 - xx. HS2 in Staffs update: Free HS2 event: Building HS2's West Midlands stations, Part 3: BREEAM– HS2 West Midlands Stations Achieving a Lifetime of Sustainability – 23 April 2021



Minutes of the Virtual Annual Parish Council meeting held at 7:00pm on Thursday 6 May 2021

- xxi. Former Gang Member Backs Ditch The Blade Campaign In Staffordshire – 26 April 2021
- e) **Information from Alrewas Parish Council**
 - i. Notes of the meeting of the APC Quarry Working Group 11 March 2021
 - ii. Notes from the last QWG meeting 15 April 2021
- f) **NALC**
 - i. Job vacancy: Tenterden Town Council – 11.03.2021
 - ii. Update on NALC's online events calendar for 2021 – 16 March 2021
 - iii. Have you considered community businesses? – 18 March 2021
 - iv. Chief executive's bulletin – 19 March 2021
 - v. Job vacancy: Church Stretton Town Council – 22 March 2021
 - vi. Have you considered community businesses? – 23 March 2021
 - vii. How to get young people involved in local councils – 24 March 2021
 - viii. So, where has the planning power gone? - 24 March 2021
 - ix. Job vacancy: Congleton Town Council – 26 March 2021
 - x. Job vacancy: Wallingford Town Council – 26 March 2021
 - xi. Chief executive's bulletin – 26 March 2021
 - xii. How to get young people involved in local councils – 31 March 2021
 - xiii. So, where has the planning power gone? – 31 March 2021
 - xiv. Job vacancy: Burnham Parish Council – 1 April 2021
 - xv. Chief executive's bulletin – 1 April 2021
 - xvi. How to get young people involved in local councils – 7 April 2021
 - xvii. So, where has the planning power gone? – 8 April 2021
 - xviii. Chief executive's bulletin – 10 April 2021
 - xix. Share your opinions on... your working relationships – 12 April 2021
 - xx. Have you considered community businesses? – 12 April 2021
 - xxi. Changes To Covid Restrictions from April 12th
 - xxii. How to get young people involved in local councils – 13 April 2021
 - xxiii. NALC's Star Council Awards 2021 – enter now! – 13 April 2021
 - xxiv. Reopening and reimagining your community buildings – 14 April 2021
 - xxv. Job vacancy: Bourton-on-the-Water Parish Council – 15 April 2021
 - xxvi. Chief executive's bulletin – 16 April 2021
 - xxvii. Have you considered community businesses? – 19 April 2021
 - xxviii. Job vacancy: Bedfordshire Association of Town and Parish Council – 16 April 2021
 - xxix. Job vacancy: Morley Town Council – 16 April 2021
 - xxx. How to get young people involved in local councils – 20 April 2021
 - xxxi. Reopening and reimagining your community buildings – 22 April 2021
 - xxxii. Have you considered community businesses? – 26 April 2021
 - xxxiii. Chief executive's bulletin – 23 April 2021
 - xxxiv. Job vacancy: Wallingford Town Council – 26 April 2021
 - xxxv. **Staffordshire Parish Council Association Bulletin, 11 March 2021, 18 March 2021, 25 March 2021, 25 March 2021, 26 March 2021, 1 April 2021, 22 April 2021, 23 April 2021**
- g) **SPCA Bulletin – 8 April 2021, 15 April 2021**
- h) **SPCA Other Information**
 - i. Course places remaining - Be a Better Councillor Course (Early May) – 19 April 2021
 - ii. Clerk Vacancy Willington Parish Council – 15 March 2021
 - iii. Training courses - new dates available – 18 March 2021

Fradley and Streethay Parish Council



Minutes of the Virtual Annual Parish Council meeting held at 7:00pm on Thursday 6 May 2021

- iv. SPCA – Training Course dates available various – 7 April 2021
- v. Training Newsletter – 20 April 2021
- i) **Parish News –20 February 2021, 27 February 2021, 6 March 2021, 13 March 2021, 20 March 2021, 27 March 2021, 3 April 2021 10 April 2021, 13 April 2021**
- j) Plantscape - Benefits of elevated planter displays – 11 March 2021
- k) Play Force - Swings, climber, slide and springer for only £9,999! – 11 March 2021
- l) The Community Foundation Staffordshire - PFCC People Power Fund is open! – 11 March 2021
- m) Glasdon - 5 Ideas for Memorials and Commemorative Spaces – 11 March 2021
- n) HAGS - New! Introducing the complete Rosenlund collection – 12 March 2021
- o) Royal British Legion Industries - Preparation for VE Day 2021 – 15 March 2021
- p) Mallatite - Pedestrian Crossing & Safety Products - AVAILABLE NOW! – 16 March 2021
- q) The Rural Bulletin – 16 March 2021, 23 March 2021, 30 March 2021
- r) Healthmatic - do you have all the information you need? – 16 March 2021
- s) **Highways England Bulletin week commencing 15 March 2021, 23 March 2021, 29 March 2021**
- t) **A38 Traffic Management Bulletin w/c 12 April 2021**
- u) **Accord Group UK - New dementia centre of excellence will bring specialist care and new jobs to Lichfield – 7 April 2021**
- v) Broxap's Derby range: the UK's toughest litter and recycling bins – 17 March 2021
- w) Plantscape - Discover our water saving range – 17 March 2021
- x) RRT United Kingdom - Family Food Boxes direct to the need – 18 March 2021
- y) HMRC - COVID-19 support for you – latest information – 18 March 2021
- z) Mallitite - special Offers* - TRAFFIC BOLLARDS NOW!!! – 18 March 2021
- aa) PSE Online - Is your Workforce Management Technology still fit for purpose? – 24 March 2021
- bb) Plant scape - Discover our water saving range – 24 March 2021
- cc) Completed booking form and KP Events EMP for the 2021 Florette Fradley 10k. – 23 March 2021
- dd) Broxap's - Gone, but not forgotten: creating a lasting legacy – 24 March 2021
- ee) It's time to engage your communities in the Great British Spring Clean – 24 March 2021
- ff) Cognitive Publishing - Tools to help you navigate a transformed world – 24 March 2021
- gg) Charity Buying Group – Back to work sale – 29 March 2021
- hh) Mallatite - Internally Illuminated Posts & Floodlight Combinations – 29 March 2021
- ii) Future Form - Bespoke Outdoor Banners - From £12 – 30 March 2021
- jj) Fibrous - lets stay on track to end the lockdown by stopping the spread of covid -19. PPE IN stock at Fibrous Funeral Supplies plus much more!!! – 31 March 2021
- kk) Creativeplay - Bring Your Playground Project to Life – 31 March 2021
- ll) Mallatite - CHARGING SMART ENABLED 3 PHASE UNIT – 1 April 2021
- mm) Give Us Time – 1 April 2021
- nn) Best Kept Village Community Competition 2021 – 31 March 2021
- oo) Support Staffordshire - News, Information and Jobs Bulletin - April 2021 – 4 April 2021
- pp) Agenda for the next APC Quarry Working Group meeting 15 April 2021 – 6 April 2021
- qq) Rural Services Bulletin - How to get young people involved in local councils – 7 April 2021
- rr) Plantscape - Last chance to use RHSS Funding! – 7 April 2021
- ss) RSN Rural Funding Digest, including...£210 worth of funding to improve digital connectivity in rural areas and other – 7 April 2021
- tt) Invitation to Transforming the Trent Valley Parish Council meeting -Connecting Communities Through Action – 8 April 2021
- uu) Centrebus Ltd - Improvements to local bus services – 12 April 2021



Fradley and Streethay Parish Council

Minutes of the Virtual Annual Parish Council meeting held at 7:00pm on Thursday 6 May 2021

vv) **The Rural Bulletin - 13 April 2021, 20 April 2021**

ww) Sign up now to partner with the Great British Spring Clean! – 15 April 2021

xx) TTTV Parish Council meeting 13 April 2021

Resolved: The Parish Council noted all of the above information.

24. Minute number 70/2021 Date of next Parish Council meeting

Resolved: Date of the next meeting to be confirmed.

There being no other business the meeting closed at 9.01pm