



Fradley and Streethay Parish Council

Minutes of the Parish Council meeting held at 7:30pm on Tuesday

21 January 2020 in Fradley Village Hall, Church Lane, Fradley WS13 8NL

Present: Cllrs Simon Roberts (Chair), Alan Cope (Vice-Chair), Glen Bown, Darren Peck, Stan Whitehead and (from item 13) Harry Warburton.

In Attendance: County Cllr Eagland, District Cllr Cross, District Cllr Leytham, Clare Orme (Clerk) and Wendy Hollinshead (Asst. Clerk)

1. Minute Number 68/2020 - Apologies for absence

Cllr Caroline Dale

Resolved to accept apologies.

2. Minute Number 69/2020 – Declaration of Members Interests

Cllr Roberts declared a personal interest in item 13.

3. Minute Number 70/2020 - Public Speaking

a) Minute Number 70/2020/A – Public Speaking

There were no members of the public in attendance.

b) Minute number 70/2020/B - District Council Representatives Report

District Cllr Cross reported that planning application number 18/01693/FUL had been deferred from the January meeting and is now likely to be listed at the March meeting. The deadline for the responses for the Strategic Plan consultation is Friday 24 January 2020.

District Cllr Leytham reported that there were 3 public consultations ongoing at this time, the Strategic Plan, the Local Plan and the City Centre Development Plan.

Apologies were sent from Cllr M Wilcox and Cllr S Wilcox.

c) Minute Number 70/2020/C – County Council Representatives Report

Cllr Eagland had nothing new to report.

d) Minute Number 70/2020/D – Police Representatives Report

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

4. Minute Number 0712020-Variation to the Order of Business

There was no variation to the order of business

5. Minute Number 72/2020 - Approval of the minutes of the previous Parish Council meeting held on 10 December 2019

Resolved: The minutes of the Parish Council meeting on 10 December 2019 were approved as an accurate record and the minutes were signed by the Chair.

6. Minute Number 73/2020 - Approval of the minutes of the Parish Council Finance Committee meeting held on 12 December 2019

Resolved: The minutes of the Parish Council Finance Committee meeting on 12 December 2019 were approved as an accurate record and the minutes were signed by the Chair.

7. Minute Number 74/2020-Clerk Reports

a) Installation of a notice board outside of the Post Office. A quote has been obtained from Signs of Cheshire who supplied the notice board outside the Village Hall for an 8 x A4 size poster case in the sum of £295 plus VAT.

Resolved to purchase the poster case as per the quote.

b) Revised Asset Register. The value of the FYCC does not take account of the cladding added this year. There is an addition bench on Williams Avenue which has been missed.

Resolved to increase the value of the FYCC to £300,000 and add an additional bench.

Resolved that subject to the above amendments the Asset Register be approved.

c) City Centre Master Plan consultation.

Resolved to make no comment.

d) HS2-Common Design Elements Public Engagement Consultation.

Resolved to make no comment.

e) Armed Forces Covenant. Amendments agreed to the proposed draft.

Resolved to sign up to the covenant, the Clerk to make the amendments as discussed and add to the next agenda for final approval.



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f) Proposed Reserves Policy.

Resolved to approve the draft Reserves Policy.

g) Notes from the meeting with SCC Highways Officers were noted.

h) Consideration of Parish Council reports for the Lichfield Mercury Newspaper by the Chair.

Resolved to approve the Chair or Clerk submitting reports to the Lichfield Mercury as required.

i) Ratification of the Chairman speaking at the Planning Committee with reference to planning application 18/01693/FUL. The application has been deferred.

Resolved to approve the Chair speaking at the planning meeting in respect of application 18/01693/FUL.

j) WW2 75th Anniversary of VE day Events.

Resolved to support any local events.

k) Local Plan Review Consultation response for ratification. A draft response has been circulated to Councillors and any amendments must reach the Clerk by 2.00pm on Thursday as the response will be submitted by 10.00am on Friday 24 January 2020.

Resolved to submit the response subject to any amendments to be sent to the Clerk via email.

l) Proposal to enlarge Coton Green Primary School consultation.

Resolved to make no comment.

8. Minute number 75/2020- Parish Councillor Reports-Committees and Working Groups

a) Streethay School. It was reported that the School did not have sufficient funding for books and were fund raising to purchase books for the school library. In addition, they were seeking funding for a mud kitchen and bug hotels. The parking situation appeared better since the cones had been put out by the developers.

b) Village Signage Coming off the A38/Flower Tubs. Permission is awaited from Highways England to move the signage off the A38 slip road, however due to its position it will require traffic management. The better solution might be to install a new sign where required and leave the existing sign where it is. Further information from Highways England is awaited.

c) Streethay Community Building. No further progress on this matter.

9. Minute Number 76/2020 - Fradley/Streethay Village Updates

a. Play Areas and MUGA-to discuss repairs/replacement equipment, benches and signage, MUGA/Skate Park sign.

Resolved to order the MUGA sign as amended and the frame for it.

b. HS2 Grant applications. Progress is being made and a new design is now available. Residents have been asked for their views and so far, 10 responses have been received.

c. Parish Hub – deferred to the next meeting.

10. Minute Number 77/2020 - 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

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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
19/01732/FUH	Location: 2Paskin Close, Fradley, Lichfield.	Proposed: retention of 1.8m boundary brick wall	12.02.2020

Resolved not to comment to the above applications.

11. Minute Number 78/2020 - Finance

a) To receive and approve the Financial Statements for December 2019.

Financial Statement from 01.04.2019 to 28.12.2019 as follows:

Reserve Account	93,601.51
Current Account	47,007.11
Total	<u>140,608.62</u>

Resolved: The Council approved the unaudited accounts from 01.04.2019 to 28.12.2019 and the supporting paperwork.

b) To approve payments of cheques 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	
101293	Vision ICT Ltd	Website Changes	126.00	

Resolved: The above payments were approved by the Council including the addition of cheque number 101293.

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.



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- 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.
- 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.

Resolved to adopt the budget subject to the above recommendations from the Finance Committee above, which were approved.

Resolved to reserve £30,000 for the Parish Hub

Consideration the setting of the Precept for 2020/2021

Resolved to set the Precept for 2020/2021 at £131,306.00

12. Minute Number 79/2020 - 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 Rowlett 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



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m) Staffordshire Smart Alerts list

Resolved: Cllrs noted the above correspondence.

13. Minute Number 80/2020-To consider a resolution under the Public Bodies (Admission to Meetings Act 1960) to exclude members of the Public.

a. Tree Report quotes

Resolved to exclude members of the Public

Resolved to instruct Tonks to undertake a survey of the trees on Parish Council land subject to checking that the charge for mapping is one charge not a charge per plot.

14. Minute Number 81/2020 - Date of next Parish Council meeting

Resolved: Tuesday 18 February 2020 at Fradley Village Hall commencing at 7.30pm.

There being no other business the meeting closed at 8.55pm