

Ranton Parish Council

Councillors,

You are summoned to attend a meeting to be held on Thursday, 21st April 2016 from 7.30 pm. at the Village Hall for consideration of the matters itemised in the following agenda.

All members of the parish are entitled to attend and have their say.

Agenda

- 1 Apologies
- 2 Declarations of interest in the following agenda
- 3 To accept the minutes of the meeting held on 17 March 2016 as a true record
- 4 Seighford Airfield
- 5 Finance matters
 - a) to authorise cheques for payment
 - b) to receive accounts for April 2016
- 6 Budget 2016/17
- 7 To receive reports:
 - a) Mowing
 - b) Highways
 - c) Footpaths
- 8 New Councillors
- 9 Parish Clerk
- 10 Website
- 11 Broadband
- 12 All Saints School
- 13 Public Questions
- 14 Chairman's Questions/Items for Information/Next Agenda
- 15 To resolve on planning applications
- 16 Date of next meeting

Ranton Parish Council

MINUTES OF THE MEETING OF THE COUNCIL HELD ON THURSDAY 21 APRIL 2016

AT RANTON VILLAGE HALL

PRESENT:

Cllr. J. Forrester (Vice- Chair)

Cllr. D. Batchelor

Cllr. S. Williams

Cllr. M. Winnington (late)

G. Whelan (Clerk)

16/17 Apologies –

N McLeod. J Hill retired last month and G Whelan was appointed on a three month trial as Parish Council Clerk.

16/18 Declarations – Cllr Williams declared interests in items 16/22 and 16/31 – Planning and Ranton All Saints School.

16/19 Previous minutes

A number of corrections for minutes were noted:

16/05 - Dates chosen were: 25/06/16; 30/07/16; 15/10/06; 04/02/2017 16/08 – Informed of 4G availability by parishioner in village 16/10 – Polytunnels - an application presented at Coton House Farm was discussed 16/06 – Asked by Village Hall Committee in whether interested in establishing a Parish contact database. This was declined. Village Hall Queen's party support was requested and it was suggested contact should be made with Joe Oakley. Chairman's questions – informed of Cllr Batchelor's retirement.

The minutes of the Extraordinary Parish Council meeting held on 17.03.2016 was stated as a true record.

[MW arrived at 7.40pm]

16/20 Seighford Airfield

It was reported that following a meeting on 21.03.16 in response to a complaint to the Borough Council, the parish council was contacted by Staffordshire Borough Council. A response was prepared and returned, however there has been no update. It was stated that on the day of the meeting, DriveMe operated between 8.30am 5.15pm. Noise levels were noted by two members of the public as being extremely noisy. The East wind carried the noise into the village, which was estimated over 65 decibels.

Action- GW - Raise letter/email to look into noise levels as of today to environment monitors at Staffordshire Borough Council

Action – Councillors to continue complaining about noise levels and lodging complaints

16/21 Finance

A) Cheque payments – no cheques for payment. B) Accounts April 2016 – none have been issued

Action - GW to take over responsibility for preparation of budget papers with support initially from the outgoing clerk and Cllr Williams.

16/22 Budget 2016/2017

Two specific aspects of the budget were discussed: Note 1: It was proposed and agreed that the Parish Council will fund cutting of the lawns at Ranton All Saints at a cost of £600 per year. Cllr Williams declared an interest and abstained from voting. Passed by a vote of 3/3. Resolved to pay for school grounds cutting and maintenance for a period of five years.

Note 2: Councillors discussed a contribution of £500 towards the cost of a replacement boiler at Ranton All Saints School. It was agreed to discuss the issue at a later date. Passed 2/1 vote to exclude school boiler costing in the annual budget.

All other budget items were agreed and all members agreed all other budget issues. The new format was discussed.

Resolved to adopt the new format of budget See Appendix 1 for the attached budget.

16/23 Reports:

A) Mowing – The first cut in the village has been carried out.

Action – Cllr Williams to liaise with Ranton All Saints to transition grounds maintenance

B) Highways has filled the hole in at the bridge, however, there is disappointment at current process of repairing damaged roads. A member of the public made a complaint regarding Coton Lane where potholes have not been cut level.

Action – Ms Whelan will contact the county council to enquire on the procedures and method of repairing potholes.

Cllr Winnington reported back on the number of category one roads, all of which have been repaired, however, there are now many category 2/3 appearing which are expected to be repaired later in the year. There will be a review of gutters and gullies reviewed in June's meeting to see if contractual obligations have been fulfilled. Mapping of the gullies has just been completed, which are committed to being emptied twice a year. Cllr Williams suggested using Coton Lane as an example of the poor workmanship.

c) Parish footpaths – In good fettle, some aspects are overgrown, but passable.

16/24 New councillors

Cllr Batchelor is retiring and an expression of interest has been posted for new councillors. There have been two expressions of interest. A document was circulated which outlines the process of casual vacancy.

Action – Chair will check with civic officers on the specific rules regarding co-option of new councillors and councillors will debate and vote at the next parish meeting.

16/25 Parish Clerk

A new parish clerk was appointed on three-month probationary period. This was unanimously decided. Current DBS forms for all councillors was also discussed.

Action – Ms Whelan will follow up on training courses by Staffordshire Parish Councils Association.

Action – DBS to be discussed at the next meeting. Action – M Whelan to provide current DBS.

16/26 Website

Councillors are happy with progress on the parish council website. Previous minutes and finance is currently not on the website. There was discussion of digitalising and archiving previous parish council documents.

16/27 Broadband

An update was given by Ian Knight: Broadband has been available the village to order from 20.04.2016, however a specific request for upgrade (BT Infinity) is needed. 29,000 households in Staffordshire are receiving phase 1 broadband; 95% by June and on budget.

16/28 All Saints School

Discussion was deferred to the next meeting. Cllr Williams provided an update on the recent school consultation. School numbers had dropped to just 14, however a recent consultation and publicity drive has meant there are now almost 50 children now attending the school. From September there will be a year five, and year six in 2017. However, funding for the school is based on October census numbers of only 14, and SCC will not fund the additional children's places. The council will allow a licensed deficit (interest free loan), which is

perfectly normal. The school and governors are working with builders to look at extending classroom capacity over the next two years. This is a very positive time for the school.

Action – Cllr Williams and Ms Whelan to work with contractors to do combined grass cut.

16/29 Public Questions

There was discussion around grass cutting in the village, with grass cuttings being left behind (particularly in church yard). There were also complaints about the current road resurfacing, particularly in Coton Lane, where tarmac has been laid onto mud. Cllr Winnington explained that a factual report going to cabinet regarding AMEY contract and whether it is delivering. Break in contract in three years. There are conditions to contracts.

Action – Ms Whelan to contact Streetscene regarding the grass cutting and complaints from parishioners.

16/30 Chairman's questions 16/10

There was continued discussions around Busby polytunnels and whether there have been formal complaints made.

Action - Chair to confirm if the parish council has made a formal complaint yet.

Gratitude was extended to Cllr Batchelor for 5 years' service to the parish council and for work on the Parish Plan (since 2008) prior to starting.

16/31 Planning applications

REF16/23966/HOU. Extension to lounge where existing swimming pool was. Work has already commenced. There were no comments. REF16/23915FUL: Erection of food/hay storage. Cllr Williams declared an interest. There was no comment.

16/32 Date of next meeting and AGM: 19/05/2016 at 7.30pm.

Parish Council meeting 21.04.2016

1) Apologies – N McLeod

A) Appointment of temporary Clerk, GW for this meeting, expressed an interest. Mrs Hill resigned last month

2) Declarations – SW – Planning and Ranton All Saints School.

3) Previous minutes

16/05 - dates chosen: 25.06; 30.07; 15.10; 04/02/2017

16/08 – Informed of 4G availability by parishioner in village

16/10 – discussed polytunnels, application presented at Coton House Farm was discussed

16/06 – Asked by Village Hall Committee in whether interested in establishing a Parish contact database. This was declined.

Village Hall Queen's party support was requested. We supported the idea and suggested contact with Joe Oakley.

Chairman's Questions – Batchelor informed of impending retirement.

Extraordinary Parish Council meeting on 17.03.2016 as true record to discuss.

[MW arrived at 7.40pm]

4) Seighford Airfield – Latest, following meeting on 21.03. Response from BC to complaint, answering approximately one third of issues and asked the PC their thoughts. A full response has been prepared (and delivered). A formal response was prepared and sent with all relevant views. This has since now not been no further responses to this. DriveMe operating today from 8.30-5.15pm. Noise levels were noted by two attendees as extremely noisy. The East wind carried the noise into the village, estimated over 65 decibels. Note: to ask in Chairman's note to continue complaining to the council about noise levels. Ask Environment at monitoring station to receive data (not been 6mns)

GW - Raise letter/email to look into noise levels as of today to Environment monitors (Adrian X regarding data)

5) Finance

A) Cheque payments – no cheques for payment.

B) Accounts April 2016 – none have been issued. (chair to speak to JH)

GW to take care of budget papers

6) Budget 2016/2017 – Should have received an outline proposal of budget from NM. Non-controversial.

Two elements identified:

Note 1: proposal to assist school and fund cutting of lawns at the school £600 per year.

Note 2: Cost of replacement boiler at Ranton All Saints School expected around £500 added to budget but yet to be approved. It was agreed to discuss at a later meeting and better to add to at a later date. Passed 2/1 vote to exclude school boiler costing in the budget. SW and all members agreed all other budget issues. Remove line pertaining to boiler when there are more details on cost.

7) Reports:

- A) Mowing – Done first cut in the village, as good as usual.
- B) Highways – Filled the hole in. Disappointment at current process. Reassured not pouring tarmac in hole. Potholes have not been cut level. It is just as bad not smooth. It is exactly the same as old contract. Should be writing to Highways to say it is not good enough. Filled in questioningly. Told dangerous potholes so maybe interim

GW - Contact – questioning CC as to method of repairing potholes – interim, will be coming back to do properly.

MW - Cat 1 up-to-date but plethora of 2/3 appearing. Review of gutters and gullies June meeting to see if fulfil contractual obligations. Later in year expected blitz on 2/3 category. Just finished mapping of the gullies, committed to emptying twice a year. Some don't need it that frequently but some in busier spots need more. Not a regular maintenance but one which suits the problem. As little money at county – happy to help PC solve their own problems. Can use precept to do jobs. Change emphasis (letter from Mark Deville)

Government has made £1m available, of which the county will receive some. However, it will not go a long way. Many roads are impassable with bikes. 4ft gullies blocked, flooding into farm, drains and gulleys back up, potentially underpinning the road.

Farmers aren't helping by not cleaning the ditches out, and therefore the drains don't drain. Detritus on the road should also be cleaned off. Has been like that for many years.

- C) Footpaths – Good, some overgrown, but passable. In good fettle. Ours are magnificent compared towards Haugton way.
- 8) New councillors – DB retiring, looking to replace, asked for interest. Two have expressed an interest (in attendance at meeting). Not make decisions regarding co-option (determined at next meeting) when procedures will be confirmed. Document has been circulated which outlines the process of casual vacancy good practice guide. Relevant individuals will be co-opted. Check whether 10 eligible voters of the parish in which there will need to be a vote and lobbying for the position.
- Chair to check with civic officers on rules**
- Rules: A summary of rules read out by the chair (available on Stafford BC website)
- 9) Parish Clerk – vote to allow GW to take over temporary clerk for this meeting. Chair checked with SBC saying no issues with appointing a Clerk. Vote training for the clerk, SBC happy and willing to be trained. Portfolio clerks – professionals who service several councils, however they may not be interested in a parish council. Vote on three months' probation insist on training for any person taking the position. Vote: 4 passed. Full training will be given. (SPC Ass helpful).
- GW to follow up on training and guidance.**
- DBS of parish councillors. (Chair DBS query).
- 10) Website - Very good. Ian – minutes of last meeting and finance missing not on the website. Finance embedded item – documents scanned in for archiving.
- 11) Broadband – update given by IK. As of 20.04.2016, available to order. Needs specific request for upgrade (BT Infinity). Staffordshire 29,000 households receiving phase 1 broadband 95% by June and on budget.
- 12) All Saints School – deferred to the next meeting. Update on previous discussion. School dropped to low numbers, improved almost 50 children. Not primary from September, seven for next

school year 2. However, funding based on October census when only 14, SCC said they will not fund the money. Council will allow licensed deficit (interest free loan), which is perfectly normal. Builders are looking at extending classroom capacity for later two years. Very positive for the school. Vote - Prepare for extra cuts in budget. School amenable to PC using the playing field for the parish. Ensure child safety. SW to feedback to governors.

GW and SW work with contractors to do combined grass cut.

13) Public Questions –

MoP (Roger): Grass cutting – standard not as good as operatives have changed. Specific complaint re stripping grass in churchyard, like a silage field as the grass has not been collected. Gang mower has been used. Last year similar story. Coton Lane last year lane was repaired well. This year, in last few weeks, full days' work, and tonight, good surface but laying tarmac on top of water and dirt causing very deep mud. Contractors, paid on final result, not by day. MW factual report going to cabinet regarding AMEY contract and whether it is delivering. Break in contract in three years. There are conditions to contracts. Farmers using Brook Lane, Stocking Lane and Coton Lane. Mark Healing, community coordinator.

GW - Ask Streetscene what their plans – letter re complaints who are concerned grass in churchyard is being left, bad impression wedding and funeral, plans going forward.

14) Chairman's questions –

16/10 – planning going to write to the SBC to register concerns about Busby polytunnels. Individual complaints, but unsure if a PC approach.

Chair – confirm if PC has made a formal complaint yet.

Gratitude to DB for 5 years' service to the PC and for work on Parish Plan (Since 2008) prior to starting.

15) Planning application

REF16/23966/HOU. Extension to lounge where swimming pool was. Work has already commenced – no comment.

REF16/23915FUL: Erection of food/hay storage. SW interest

16) Date of next meeting and AGM: 19.05.2016 At 7.30pm.