



High Offley Parish Council

Minutes of the Meeting Held at 19:30 hours on Thursday 10th February 2022, at Woodseaves Village Hall.

Councillors Present.

E. Halls (chair); D. Turpin (Vice-Chair); S. Celecia; R. Hockenhull; M. Smith; M. Turvey; Stafford Borough Councillor P. Farrington & County Councillor M. Winnington, together with the Clerk, S. Ridgewell and two members of the public.

Public Open Forum.

Members of the Public reported that they were now able to access the council's website from mobile devices. No issues were also raised.

22/011: To Receive any Apologies and Record any Absences.

Apologies were received and accepted from Councillor P. Mason.

22/012: To Receive and Consider the Minutes of the Parish Council Meeting Held on Thursday 13th January 2022.

The Minutes of meeting held on Thursday 13th January 2022, were approved as a true and accurate record.

Councillor Smith questioned whether the members of the public identified in Item 22/007 of the January Minutes were parishioners. When advised by fellow councillors that it was believed that they were not, Councillor Smith expressed the view that comments made by members of the public from outside the parish should be disregarded.

The Clerk pointed out that anyone was entitled to attend High Offley Parish Council meetings and speak at Public Open Forum.

22/013: To Note any Declarations of Interest.

There were no Declarations of Interest.

22/014: To Receive an Update on the Post Box at Grub Street.

Councillor Farrington reported that he had sent two formal letters and two emails to the Royal Mail about this matter without any reply. Councillor Smith advised that he was liaising with local postal delivery staff but, as yet, no further information had been determined.

***20:38:** Councillor Winnington arrived.

Action: All Councillors to contact Royal Mail individually, in an effort to get a definitive response regarding this ongoing issue.

22/015: To Receive an Update on the Speed Signs and Speed Limit on Stafford Road.

The Clerk advised that he had received a formal notification from Staffordshire County Council (dated 9th February 2022) of their intention to apply for a Traffic Regulation Order in respect of the requested speed limit change.

22/016: To Receive an Update on the Accessibility of the Website.

The Chair thanked the member of the public for their feedback in Public Open Forum concerning improved access to the website from mobile devices.

Action: Councillors Halls and Turpin to conduct an accessibility assessment of the website to determine if it is useable by disabled users.

22/017: To Receive an Update on Maintenance of the Parish Defibrillators.

The Clerk reported that he was endeavouring to establish who, if anyone, maintained the two parish defibrillators.

Action: It was requested that the Clerk contact West Midlands Ambulance Service to establish if they could assist.

22/018: To Receive a Report on Decals for the Bus Shelter at Willowcroft.

Councillor Hockenhull reported that a parishioner was willing to donate decals to reflect that the bus shelter has been provided by the parish council. Options for colour and layout were discussed.

Resolution: Council resolved unanimously to accept the parishioner's kind offer and opted for the design to either provided an etched appearance or to be in green to match the colour of the bus shelter.

Action: Councillor Hockenhull to liaise further with the parishioner to ascertain what would be possible.

22/019: To Consider Planning Application 21/34727/HOU for Kimberley House Farm.

Resolution: There were no objections to this application.

22/020: To Consider Planning Application 21/35107/HOU for Lodge Cottage.

Resolution: There were no objections to this application.

22/021: To Discuss Public Rights of Way Issues and Receive an Update on the PRoW Group.

Councillor Halls reported that the next meeting of the PRoW Group was due to be on Tuesday 15th February 2022 and that the focus was now primarily on establishing routes missing from the definitive map, ahead on the 2026 deadline.

22/022: To Discuss Highway Issues.

- a) To receive an update on the signs warning of the low bridge at Shebdon.

Action: It was requested that the Clerk send an email to Councillor Winnington as a reminder for him to progress this matter further, particularly in respect of the missing sign on the A519 at Woodseaves (when travelling from Eccleshall) and the obscured sign on the approach to the A41/B5062 from Forton toward Newport.

22/023: To Consider Finance Matters.

- a) Preceding Expenditure.

The Clerk reported that the only expenditure over the last month had been on his wages and SLCC membership.

- b) Saturday Civic Amenity Visits 2022.

The Clerk advised that he had been contacted by Stafford Borough Council, concerning the return of Civic Amenity visits to the Parish. The Clerk highlighted that the council could afford two, one-hour visits for 2022-23, although this would slightly exceed the budget for such visits.

Resolution: Council voted unanimously to request two Civic Amenity visits, one after Easter and another after the October School half-term holiday.

Action: The Clerk was required to liaise with Stafford Borough Council to set the dates for the visits.

- c) Direct Payments and VAT.

The Clerk reported that he was unable to claim some VAT back from payments made as, out of necessity, he had made online payments himself for items over the last year and he had been reimbursed. This was due to the fact that some online retailers do not accept payment on account and require immediate card payments. As a result, any invoices available were in the Clerk's name, rather than the council's which may negate VAT claims. The Clerk requested council's consideration obtaining a Debit Card for the council's account.

Resolution: Councillors voted unanimously for the Clerk to apply for a Debit Card.

22/024: To Further Discuss Celebration of Her Majesty, The Queen's Platinum Jubilee.

- a) Tree and plaque at Woodseaves C of E Primary Academy.

The Chair reported that she is continuing to liaise with the headteacher over this and item 22/024 (b).

- b) Party at Woodseaves C of E Primary Academy.

As above.

- c) Commemorative Coins for Local Children and Young People.

Action: The Chair reported that she would also liaise with the headteacher of Woodseaves C of E Primary Academy, as well as the Woodseaves Baby & Toddler Group, to determine if they would be receptive to Commemorative Coins for the children.

Action: The Clerk agreed to research the cost of providing the coins.

d) Ring of Trees at Willowcroft on the Green.

The planting of trees on the green at Willowcroft was discussed.

Action: The Clerk was requested to contact Stafford Rural Homes (now Homes Plus) to establish if they would be agreeable to the planting of donated trees on the green.

22/025: To Request Items for the Next Council Meeting Agenda.

All unresolved and regular matters were requested for the March Agenda.

22/026: To Confirm the Time and Date of the Next Council Meeting.

The next meeting was agreed at being on Thursday 10th March 2022. There was discussion over April's meeting, following a request to bring it forward a week, but another member and the Clerk were unable to attend on that date. Consequently, the date for April's meeting would be Thursday 14th April 2022.

The meeting was closed by the Chair at 20:41 hours.

S. Ridgewell, Clerk to Council. Monday 14th February 2022.