



High Offley Parish Council

Minutes of the Meeting Held at 19:30 hours on Thursday 14th April 2022, at Woodseaves Village Hall.

Councillors Present.

E. Halls (chair); S. Celecia; R. Hockenhull (from 19:33); P. Mason; & M. Smith, together with the Clerk, S. Ridgewell and one member of the public.

Public Open Forum.

The member of the public wished to record his unhappiness at the response he received by email, from an SCC member of staff, to his report of missing PRoW closure signage.

* **19:33:** Councillor Hockenhull joined the meeting.

The member of the public also questioned why councillors phone numbers were not currently printed in the local church newsletter.

22/044: To Receive any Apologies and Record any Absences.

Apologies were received and accepted from Councillors Turpin and Turvey. Apologies were also received from Stafford Borough Councillor Farrington and County Councillor Winnington.

22/045: To Receive and Consider the Minutes of the Parish Council Meeting Held on Thursday 10th March 2022.

The Minutes of meeting held on Thursday 10th March 2022, were approved as a true and accurate record.

22/046: To Note any Declarations of Interest.

There were no Declarations of Interest.

22/047: To Receive an Update on the Post Box at Grub Street.

Councillor Halls reported that she had submitted yet another complaint to Royal Mail, but as yet, had received no reply. Councillor Smith reported that he had received a response from Royal Mail, but that offer any positive remedy to this ongoing issue. It was decided to see if any other responses were received over the next month and then, if necessary, ask for the assistance of Bill Cash MP.

22/048: To Receive an Update on the Speed Signs and Speed Limit on Stafford Road.

It was acknowledged that an Implementation Order had now been issued and the physical movement of the signs was anticipated soon, as a result.

22/049: To Receive an Update on the Parish Defibrillators.

The Clerk reported that he has been liaising with a member of Eccleshall First Responders, who has inspected for defibrillators and found that neither are currently viable, as the pads are out of date and the batteries warrant replacement. With the assistance of Eccleshall First Responders, the defibrillators will be made fit for service and inspected once a month, once that was the case.

It was noted that the initial cost of the replacement batteries and pads *may* be met by West Midlands Ambulance Service, but that future costs would, in all likelihood, have to be met by the parish council.

Councillors were in favour of making a donation to Eccleshall First Responders, once the defibrillators were back in service.

22/050: To Receive a Report on Decals for the Bus Shelter at Willowcroft.

Councillor Hockenhull reported that he had not received any update regarding the decals.

Action: Councillor Hockenhull to chase up the bus shelter decals.

22/051: To Discuss Public Rights of Way Issues and Receive an Update on the PRow Group.

Councillor Halls reported that the PRow Group were waiting to speak with Nigel Hopkins, when he becomes available, regarding maintenance and repair of both stiles and other PRow furniture.

Councillor Halls also said that Paul Rochfort, the Senior Rights of Way Officer at Staffordshire County Council, has offered to provide an input to the PRow group at their first face-to-face meeting on 26th April 2022.

22/052: To Discuss Highway Issues.

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

Councillor Winnington was not present to provide an update.

- b) Child silhouettes.

Councillors were broadly in favour of purchasing some of the signs available from Signs 2 Schools, but wanted to consider how many would be required.

22/053: To Consider Finance Matters.

The Clerk reported that he was in the process of completing the end-of-year paperwork and would seek to engage the local volunteer to conduct the audit, as they had done previously.

22/054: To Further Discuss Celebration of Her Majesty, The Queen's Platinum Jubilee.

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

Options for the plaque to accompany the tree were discussed.

Resolution: Council agreed to purchase a brass plaque with a hardwood backing and stake from Newport Engravers for around £130, with exact wording yet to be decided.

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

Councillor Halls reported that preparations being made by the school were underway and it was anticipated that the working group would meet shortly.

Councillor Smith reported that the road closure application was progressing well, having conducted a consultation with affected residents, and asked advised councillors that a physical presence may be required on the day, to ensure that the road closure remained in effect.

- c) Commemorative items for local children and young people.

The number of children and young people living and / or being educated in the parish was discussed.

Resolution: It was decided to purchase 120 Die Stamped Platinum Jubilee Commemorative Coins from Insignia Limited at £3.19 each, plus postage.

22/055: To Request Items for the Annual Parish Meeting Agenda.

After discussion, no suggestions were forthcoming, other than the customary reports from the Chair, Borough Councillors and County Councillor.

22/056: To Request Items for the Annual Council Meeting Agenda.

In addition to the outstanding matters and necessary items for the Annual Meeting and the Annual Governance Return, items regarding the noticeboard at Shebdon and councillor's personal phone numbers in the parish newsletter were requested.

22/057: To Confirm the Times and Dates of the Annual Parish and Annual Council Meeting.

The date for both meetings was agreed as Thursday 12th May 2022, with the parish Meeting starting at 19:00, followed by the Annual Council Meeting from 19:30.

*** Members of the Public were excluded whilst Confidential Matters were discussed.**

22/058: To Discuss the Council's Website.

The volunteer webmaster and future of the website was discussed, in conjunction with the recent offer from Staffordshire County Council (SCC), via the SPCA, to build new websites for parish councils.

Action: The Clerk agreed to further explore the service being offered by SCC.

22/059: Staff Matters.

The recent national pay agreement for council officers for the 2021/22 financial year, was discussed.

Resolutions: It was unanimously agreed that staff pay be increased to match the new national pay scales, including the already agreed increment in May 2021. Staff pay for the last quarter was also unanimously agreed.

The meeting was closed by the Chair at 20:35 hours.

S. Ridgewell, Clerk to Council. Friday 15th April 2022.