



High Offley Parish Council

Minutes of the Meeting Held at 19:30 hours on Thursday 16th June 2022, at Woodseaves Village Hall.

Councillors Present.

E. Halls; D. Turpin; S. Celecia; R. Hockenhull; & M. Smith, together with the Clerk and one member of the public.

Public Open Forum.

The member of public enquired about the location of Minutes on the website and queried the need for the council to make any payment in relation to item 22/089 (b).

22/078: To Receive any Apologies and Record any Absences.

Apologies were received and accepted from Councillors P. Mason & M. Turvey. Apologies were also received from Stafford Borough Councillor P. Farrington & Staffordshire County Councillor M. Winnington.

22/079: To Receive and Consider the Minutes of the Annual Parish Council Meeting Held on Thursday 12th May 2022.

The minutes of the meeting held on Thursday 12th May 2022 were approved as a true and accurate record.

22/080: To Note any Declarations of Interest.

No Declarations of Interest were made.

22/081: To Receive an Update on the Post Box at Grub Street.

The Clerk reported that he had written to Sir Bill Cash, MP, and received acknowledgement stating the issue had been referred to the Minister responsible for such matters. As such, a further response was awaited.

22/082: To Receive an Update on the Speed Signs and Speed Limit on Stafford Road.

It was acknowledged that the speed signs had been moved to the parish boundary. Consequently, the subsequent installation of a speed indicator sign could now be progressed.

Actions: The Clerk was requested to research updated costs for the supply and installation of a single speed indicator sign to be installed on the Stafford Road and determine if any authority was required from Staffordshire County Council Highways.

22/083: To Receive an Update on the Parish Defibrillators.

The Clerk reported that a new battery and two heating elements had been received and passed on to Eccleshall First Responders.

Resolution: Councillors were unanimously in favour of making a £50 donation to Eccleshall First Responders for their work on the defibrillators.

22/084: To Consider Planning Application 22/35580/HOU, at Chapel Cottage.

There were no objections to this application.

22/085: To Consider Planning Application 22/35496/FUL, Regarding Land Adjacent to New Farm.

There were no objections to this application.

***19:49 hours:** Police Community Support Officers (PCSOs) Wright & Maxfield arrived. The meeting was suspended whilst the PCSOs updated council regarding recent incidents and enquire about the ownership of land in the parish.

Action: The Clerk agreed to advise PCSO Wright of forthcoming meetings.

***20:00 hours:** The PCSOs departed, and the meeting was resumed.

22/086: To Consider Maintenance of the Noticeboard at Shebdon.

The Clerk reported that he had liaised with the Clerk at Norbury Parish Council and had been informed that their noticeboards had been maintained 'in-house'.

Action: Councillor Smith agreed to make enquiries with a local contractor regarding the necessary work to be done.

22/087: To Discuss Public Rights of Way Issues and Receive an Update on the PRow Group.

Councillor Halls reported that two footpaths in the parish remained closed (HO 2 & 6) and that contact from Nigel Hopkins (Staffordshire County Council) was still awaited to provide guidance to the PRow Group.

22/088: 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. Councillor Smith said that following further enquiry, Councillor Winnington had said he visited the area recently with Diane Firkins from the Highway Department and that, as a result, options were being considered.

- b) Provision of child silhouette signs to Woodseaves C of E Primary.

The amount, type and placement of signs were discussed.

Resolution: It was unanimously agreed that one 'speed' and three 'parking' silhouettes be purchased at a cost of around £180 each.

Action: The Clerk agreed to order the signs from *Signs 2 Schools*.

- c) Councillor Smith stated that the fingerpost road sign at Shay Lane, Shebdon, had still not been replaced, despite having reported it some time ago.

22/089: To Consider Finance Matters.

- a) Payments made since the last meeting.

The Clerk advised that payments had been made for the defibrillator items and reimbursement for the gift to the auditor.

- b) Payment for cutting of the grass at Woodseaves C of E Academy.

Resolution: It was unanimously agreed to contribute 50% of cost incurred by Woodseaves C of E Academy for the removal of the grass cuttings prior to the Jubilee event.

Action: Councillor Halls agreed to make an enquiry with the school to obtain a copy of the invoice.

- c) Payment of the Annual ICO Data Protection Fee.

Resolution: It was unanimously decided to pay the £40 ICO Data Protection Fee.

22/090: To Receive an Update on the Celebrations of Her Majesty, The Queen's Platinum Jubilee.

Councillor Halls said that the event at the school on Friday 3rd June had been well attended and that the commemorative coins had also been well received.

22/091: To Request Items for the Next Meeting Agenda.

It was requested that all unresolved items feature on the Agenda for the next meeting.

22/092: To Confirm the Time and Date of the Next Meeting.

The time and date of the next meeting was agreed as being at 19:30 hours on Thursday 21st July 2022.

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

22/093: To Discuss Staff Matters.

Resolutions: Following the Clerk's successful completion of the CiLCA qualification and a subsequent positive appraisal, it was unanimously agreed that the Clerk's pay be increased to LC18 on the 2021/22 pay scale, with effect from 19th May 2022.

Councillors were also unanimously in favour of the Clerk attending a VAT course, provided by the SPCA, soon.

The meeting was closed by the Chair at 20:29 hours.

S. Ridgewell, Clerk to Council. Saturday 18th June 2022.