



High Offley Parish Council

Minutes of the Meeting Held at 19:30 hours on Thursday 13th April 2023, at Woodseaves Village Hall.

Councillors Present.

E. Halls; R. Hockenhull; P. Mason; M. Smith; M. Turvey; Stafford Borough Councillor, P. Farrington & Staffordshire County Councillor, M. Winnington (from 19:32), together with the Clerk and two members of the public.

Public Open Forum.

No matters were raised by the members of public present.

23/039: To Receive any Apologies and Record any Absences.

Apologies were received and accepted from Councillors Haslop & Mason.

23/040: To Receive and Consider the Minutes of the Parish Council Meeting Held on Thursday 9th March 2023.

The minutes of the meeting held on Thursday 9th February 2023, were approved, with minor amendment, as a true and accurate record.

23/041: To Note any Declarations of Interest.

No declarations were made.

23/042: To Receive an Update on the Parish Elections 2023.

All councillors present declared that they had received notification that the forthcoming election for both wards would be uncontested.

23/043: To Receive an Update on the Speed Indicator Sign for Stafford Road.

The Clerk provided an update that it appeared Staffordshire County Council had mislaid the s.50 application, which had warranted resubmission.

Councillor Turvey raised an issue regarding the recent relocation of the 30mph signs on the Stafford Road, in that drivers travelling along Riley Lane, to Stafford Road, were not presented with a 30mph sign.

Action: The Clerk agreed to raise the matter with Staffordshire County Council Highways and continue to monitor the progress of the s.50 application.

23/044: To Receive an Update Regarding Works at the Sewerage Plant in Moscow Lane.

Councillor Halls stated that she had attempted to contact John Goodwood at Severn Trent Water but had not, as yet, received any reply. It was noted, though, that works were clearly underway at the plant.

Action: Councillor Halls agreed to make further efforts to contact John Goodwood at Severn Trent Water and invite him to the next meeting.

23/045: To Receive an Update on the Noticeboard at Shebdon.

Councillor Turvey presented the new noticeboard and advised that it needed to be fixed to a section of ply before being mounted on the existing metal poles. He added that a sign could also be added to denote that it was the property of HOPC.

Resolution: It was unanimously agreed for Councillor Turvey to purchase the ply for £65.95p and a sign at £16.49p.

Action: Councillor Turvey agreed to purchase the items, if possible, in the council's name, and provide invoices accordingly.

23/046: To Consider Planning Application 23/37118/FUL at Land Adjacent to New Farm Stafford Road, Woodseaves.

It was noted that a parishioner had objected to the application, but it was the councillors view that there were no material considerations involved, to which HOPC could object.

Resolution: Following the discussion there were no objections to this application.

Action: The Clerk agreed to update the Planning Department at Stafford Borough Council.

23/047: To Discuss Celebration of His Majesty, The King's Coronation.

The Clerk stated that he had received the £300 Coronation grant from Stafford Borough Council for the party at the Village Hall on Sunday 7th May.

Resolution: It was unanimously agreed that the monies be forwarded to the Village Hall for expenditure on the forthcoming party.

Action: The Clerk agreed to arrange for the payment of the money to the Village Hall.

Councillor Halls said that she hoped to source some commemorative Coronation Spoons for local children. Given the shortage of time before the event, Councillors Halls asked that council agree a budget for expenditure on the spoons.

Resolution: It was unanimously agreed that Councillor Halls be given a budget of £500 to purchase the spoons, for which she would be remunerated. Councillor acknowledged and accepted that VAT could not be reclaimed in this instance.

Action: Councillor Halls agreed to purchase the spoons herself within the allocated budget and forward a receipt to the Clerk.

23/048: To Receive an Update on the Replacement of the Wooden Planter, Located at the High Offley Crossroads.

Councillor Turvey stated that the planter had now been completely replaced by Councillor Haslop and himself, with timber kindly donated by EFC. Councillor Turvey requested that he be reimbursed for the cost of purchasing coach bolts used to assemble the planter.

Resolution: It was unanimously agreed that Councillor Turvey be reimbursed £12.99 for the coach bolts. It was also unanimously for Councillor Turvey to purchase some wood preserver to protect the exposed cut end on the planter.

Action: Councillor Turvey agreed to purchase some wood preserver and provide the Clerk with a receipt.

It was requested that a letter of thanks be forwarded to EFC for the kind donation of the timber for the construction of the planter.

Action: The Clerk agree to send a letter of thanks to EFC.

23/049: To Receive an Update on the New Website.

The Clerk stated that he was frustrated that the new website was not yet online, despite sending several requests to Staffordshire County Council.

Action: The Clerk agreed to continue with efforts to get the new website activated.

23/050: To Discuss Highway Issues.

Councillor Smith stated that there was considerable mud being deposited on Oldershaws Lane and that he had previously been in contact with Diane Firkins at Staffordshire County Council Highways over the matter. Councillor Smith said it appeared that Highways had sent a letter regarding the mud to the wrong premises.

Action: The Clerk agreed to contact Diane Firkins, to clarify the issue.

Councillor Smith stated that there also remained an issue with people ignoring the signs regarding the road closure on Shay Lane, due to the collapsed culvert, whereby people were removing the barriers to drive over the culvert. Councillor Turpin added that Gregory's Lane, that runs parallel with Shay Lane was now badly broken up, which had previously been reported. Both points regarding Shay Lane were noted by Councillor Winnington.

23/051: To Consider Finance Matters.

a) Payment of the Clerk's quarterly wages (January to March 2023) and PAYE.

Resolution: Payment was unanimously approved.

b) Payment of Annual SPCA Subscription.

Resolution: Payment of £280.75 was unanimously approved.

c) Annual Governance & Accountability Return.

i. The Internal Auditor Report was received and noted.

ii. The Certificate of Exemption unanimously approved.

iii. Each section (1-9) of Annual Governance Statement for 2022/23 was read aloud to all councillors present and each section was unanimously approved.

iv. The Accounting Statements for 2022/23 were unanimously approved.

23/052: To Request Items for the Next Meeting Agenda.

It was requested that the appointment of a new Clerk and all unresolved items be included in the next Agenda.

23/053: To Confirm the Time and Date of the Next Meeting.

It was agreed that the Annual Parish Meeting would be at 19:00 hours on Thursday 11th May 2023, followed by the High Offley Parish Council meeting at 19:30 hours.

The meeting was closed by the Chair at 20:37 hours.

S. Ridgewell, Clerk to Council. Friday 28th April 2023.