



High Offley Parish Council

Minutes of the Meeting Held at 19:30 hours on Thursday 11th May 2023, at Woodseaves Village Hall.

Councillors Present.

E. Halls; D. Turpin; P. Haslop; R. Hockenhull; P. Mason; M. Smith; M. Turvey; Staffordshire County Councillor M. Winnington, together with 2 Clerks and one member of the public.

Public Open Forum.

- i) Member of public handed chair a letter. Chair read out the letter regarding concerns of the layout of the bus shelter on the corner of Willowcroft stating it gives no protection from wind and rain due to openings on both the front and back. Member of public raised another concern in relation to the bus stop on the opposite side where the ground is uneven due to the building site and expressed their concern that it was unsafe for elderly residents and for pushchairs.

Action: Clerk (BN) to email Councillor Winnington with member of public's concerns to pass onto passenger Support at SCC.

HOPC to consider upgrade of bus shelter at Willowcroft

- ii) Chair gave information regarding a resident wanting to volunteer as a car driver to help transport other residents to and from medical appointments.

Action: Chair to direct member of public to Gnosall or Eccleshall volunteer schemes for guidance.

- iii) Chair reported a member of public had made contact requesting support from the Parish Council towards starting a local history website. Chair has responded to ascertain more details on type of support they would like from the Parish Council.

Action: Chair to direct member of public to Past Track website archive. www.staffspasttrack.org.uk

23/054: Councillors to Sign Their Declaration of Acceptance of Office

All Councillors signed their Declaration of Acceptance of Office forms.

23/055: To Elect a Chair for the Forthcoming Civic Year and to Receive the Chair's Declaration of Acceptance of Office

Councillor Halls was nominated as the Chair of Council and there were no other nominations.

Councillor Halls was happy to accept the role and responsibilities. Councillors were unanimously in favour of Councillor Halls being the Chair of Council for the new civic year and Councillor Halls signed the Acceptance of Office, that was countersigned by the Clerk.

All Councillors **agreed** to inviting the elected Green Councillor to the next meeting if they make contact with HOPC.

23/056: To Elect a Vice Chair for the Forthcoming Civic Year

Councillor Turpin was nominated as the Vice Chair of Council and there were no other nominations. Councillor Turpin was happy to accept the role and responsibilities. Councillors were unanimously in favour of Councillor Turpin being the Vice Chair of Council for the new civic year.

23/057: To Agree the Appointment of a New Clerk.

All Councillors **agreed** the appointment of Beth Nicholls as the new clerk for HOPC. Thanks were given to current Clerk (S.R) for his help, support and guidance during his time as Clerk for HOPC.

23/058: To Receive any Apologies and Record any Absences.

None received.

23/059: To Receive and Consider the Minutes of the Parish Council Meeting Held on Thursday 13th April 2023.

The amended minutes of the meeting held on Thursday 13th April 2023 were approved as a true and accurate record.

23/060: To Note any Declarations of Interest.

No Declarations of Interest were made.

23/061: To Receive an Update on the Speed Indicator Sign for Stafford Road

The Clerk (SR) reported that he had sent a hard copy of the S.50 form to Staffordshire County Council.

23/062: To Receive an Update Regarding Works at the Sewerage Plant in Moscow Lane.

The Chair reported they had attempted to contact John Goodwood at Severn Trent Water for an update and is awaiting a response. Council informed Moscow Lane is not in use for current works being carried out.

23/063 To Receive an Update of the Noticeboard at Shebdon

Councillor Turvey reported he had purchased the backboard for the Parish Council noticeboard and ordered a sign. Councillor Turvey proposed the idea of purchasing two signs, one to be allocated to future purchase of a noticeboard for Woodseaves. Councillor Turvey presented a quote of £28.42 for x2 noticeboard signs.

Resolution: It was unanimously agreed for Councillor Turvey to purchase x2 signs at £28.42

Action: Councillor Turvey to provide invoice accordingly.

23/064: To Consider Planning Application 23/37259/FUL at Land Adjacent to The Paddocks, Stafford Road, Woodseaves.

Councillors discussed planning application 23/37259. No objections made.

Resolution: No objections

Action: Clerk (BN) to update the Planning Department at Stafford Borough Council.

23/065: To Receive a Report on the Celebration of His Majesty, The King's Coronation.

Chair reported the celebration of the Kings Coronation was a great day and had a great turnout from the community. The chair thanked the Village Hall Committee on behalf of the Parish Council.

23/066: To Receive an Update on the New Website.

Chair reported the website is now live and looks fantastic. New Clerk to populate with documents. Chair thanked current Clerk (S.R) for his work setting up the new website.

23/067: To Discuss Highway Issues.

i) Councillor Winnington gave an update on Shay Lane and reported it had been mentioned in Full Council as a project for this year. The ecology survey began in May with work to possibly commence mid-June/July.

ii) It was reported two big pot holes had appeared on the Shebdon to High Offley road on the High Offley side of the canal bridge. Concerns were raised regarding the increase of heavy traffic along this road from a nearby digester.

Action: Chair to forward email regarding Shay Lane to Clerk to organise for Highways and possible ecologist representation at the next PC meeting.

Councillor Smith to record evidence regarding increase of heavy traffic and to report pot holes to Staffordshire County Council.

23/068: To Consider Finance Matters.

a) Payments made since the last meeting.

b) The Clerk (SR) reported Ade from First Responders Gnosall had contacted him regarding a fault with the defibrillator outside of the One Stop shop. Ade had informed Clerk the defib is unrepairable. Councillor Donna suggested Council look at what is salvageable and to see official figures of use.

Action: Councillor Mason to speak to the Owner of One Stop shop

c) Clerk (SR) reported he had requested an invoice from Staffordshire County Council for the movement of speed signs.

d) Clerk (SR) offered to remain a signatory for the Parish Council to authorise any payments interim until the new Clerk (BN) is confirmed as a signatory.

Resolution: Councillors unanimously agreed Clerk Stuart Ridgewell to remain signatory in the interim.

23/069: To Request Items for the Next Meeting Agenda.

It was requested that items concerning the bus stop, sewerage plant, defibrillator, Shay Lane and concerns regarding the increase of heavy traffic from the digester along with all unresolved items to be included on the next Agenda.

23/070: To Confirm the Time and Date of the next High Offley Parish Council Meeting.

The time and date of the next meeting was agreed at 19:30 hours on Thursday 8th June

The meeting was closed by the Chair at 20:45 hours.

B.Nicholls Clerk to Council. Monday 16th May 2022.