



## High Offley Parish Council

Minutes of the Meeting Held at 19:30 hours on Thursday 13<sup>th</sup> July 2023, at Woodseaves Village Hall.

### **Councillors Present.**

E. Halls; P. Haslop; R. Hockenhull; P. Mason; M. Smith; M. Turvey; Stafford Borough Councillor Spencer & Staffordshire County Councillor M. Winnington, together with the Clerk, Ade Turner (First Responder) and two members of the public.

### **Public Open Forum.**

Two members of the public were present and advised they had attended the meeting to discuss concerns regarding item 23/092 update on sewerage works.

### **23/086: To Receive any Apologies and Record any Absences.**

Apologies were received and accepted from Councillor M. Turvey. Councillor D. Turpin was not present at the meeting.

### **23/087: To Receive and Consider the Minutes of the Parish Council Meeting Held on Thursday 8th June 2023.**

The minutes of the meeting held on Thursday 8th June 2023 were approved as a true and accurate record.

### **23/088: To Note any Declarations of Interest.**

M. Smith reported declaration of interest in item 23/096.

### **23/089: To Receive an Update Regarding the Defibrillator Located by One Stop Shop.**

a) Chair welcomed Ade Turner from West-Midlands Ambulance Service and gave brief description of concerns and discrepancy raised at previous meeting regarding the state of the defibrillator located in Woodseaves.

Ade thanked Councillors for the invitation to advise on the state of the Defibrillator and stated he was not representing West Midlands Ambulance Service or First Responders organisation but has a lot of understanding regarding Defibrillators in the community.

Ade reported First Responder groups had been asked to take on guardianship to help maintain defibrillators by providing regular checks. Ade informed the Parish Council the SP1 defibrillator located in Woodseaves had been recalled and found to be not working or repairable due to moisture content within the defibrillator and it had been written off. Steve Harris who previously looked after the defibrillator put his own in as a temporary measure. Ade confirmed the battery and PADS are owned by High Offley Parish Council and the Parish Council had been offered an IPAD SP1 defibrillator at reduced rate. Ade reported after taking on guardianship during his first

check the cabinet containing to defibrillator had ¼ inch of water in cabinet, no energy going to cabinet and suspected the cabinet is faulty. Ade advised the battery of the temporary defibrillator provided by Steve is run down again and the battery will be the next thing in need of changing and eventually the defibrillator itself will also need replacing.

19:35hrs- Councillor Winnington arrived. 19:40hrs Councillor Spencer arrived.

Ade advised the containers for the defibrillators require an energy supply to remain at the correct temperature to keep it warm and prevent condensation.

Chair suggested the need to act quickly to resolve.

Chair asked if Ade was guardian for defibrillator at High Offley. Ade advised it may be under Eccleshall's guardianship. Chair reported that information from the Government was given in the SPCA bulletin advising Parish Councils to ensure defibrillators are registered with the circuit. Ade confirmed both Woodseaves and Offley farm are both registered.

**Action:**

- i) Chair agreed to look at the details of the previous offer provided by first responders for a new SP1 defibrillator.
- ii) Clerk agreed to contact Eccleshall's first responder to confirm guardian details for Offley Farm Defibrillator.

b) Councillor Haslop provided details for a funding opportunity towards the purchase/supply of a defibrillator from the Henry Angell- James memorial trust. A charity where funding is available to apply for following a donation to the trust.

Councillor Haslop informed Councillors that High Offley and Knighton Churches would like to offer a donation to High Offley Parish Council of £1000 specifically for a defibrillator in High Offley. Councillor Haslop reported that a member of public had also offered to use the side of their house as a possible location.

**Actions:**

- i) Clerk agreed to Investigate Henry Angell James Trust – Donation amount and types of Defibrillators.
- ii) Clerk agreed to contact High Offley and Knighton treasurer regarding the donation.

Chair welcomed Scott Spencer and Councillor Winnington.

Ade Turner left the meeting at 20:00hrs.

**23/090: To Discuss Highway Issues.**

Councillor Smith gave an update that some pot holes had been repaired, including the two pot holes by the bridge in Shebdon where one had been repaired and another, right next to it, had not been repaired.

Councillor Smith also reported a missing finger post in T- Junction at Shebdon, High Offley Road/Shay Lane which has been missing for 12 months.

**Action** – Clerk to report missing finger post to SCC and copy Councillor Winnington into email.

**23/091: To Receive an Update on Planning Applications.**

None discussed.

### **23/092: To Receive an Update Regarding Works at the Sewerage Plant in Moscow Lane.**

Member of Public and Chair both stated they had been unable to make contact with Seven Trent. Member of public informed Parish Council that his wife had tripped over on stones that Seven Trent had put down at the top of the lane. Member of public presented example of large stones that had been laid and advised they were bigger than MOT type 1. Member of public raised concerns of the risk to other people having accidents and believed it to be a safety issue for members of public using the public footpath. Member of public(a) added he would be making an official complaint to Severn Trent.

Chair reported as it is a public right of way that she would contact Paul Rochfort.

Councillor Winnington clarified Seven Trent had agreed to replace the surface upon completion of works and suggested if Parish Council manage to speak to Severn Trent to invite them to meet with residents and the Parish Council.

Councillor Spencer advised the stones the member of public had presented were 6N aggregate stones.

Members of public left the meeting at 20:16hrs.

#### **Action:**

- i) Chair to contact Paul Rochfort.
- ii) Councillor Haslop to contact Seven Trent to clarify completion date for finishing repairs and restoring the road.

### **23/093: To Receive an Update on Speed Indicator Sign for Stafford Road.**

Clerk reported a payment had been made for the S.50 application.

Councillor Winnington requested Clerk to send him an email to confirm Parish Council have paid for the S.50 application and if Parish Councils want posts installing it should be done by Highways. Councillor Winnington to speak to Mark Keeling/Dianne Firkin

**Action:** Clerk to email Councillor Winnington

### **23/094: To Receive an Update on High Offley Stud Farm Caravans.**

Update from Councillor Winnington regarding an email from Victoria Baggaley (SCC) stating it had slipped through the net. Councillor Winnington suggested Clerk to email him for an update to be sought.

**Action:** Clerk to email Councillor Winnington.

### **23/095: To Receive an Update on Bus Stop concerns.**

Councillor Winnington gave an update following a member of public's concern that was previously raised regarding the uneven ground of the bus stop on Stafford Road. Chair clarified that this is a temporary situation for the bus stop which there are plans for. Councillors discussed other concern that was previously raised by the same member of public regarding the bus shelter on the corner of Willowcroft. Councillors discussed the layout options that were available when the shelter was purchased and the open layout was due to safety risks.

**Action:** Chair advised Councillor Turvey had previously explored layout of the bus shelter and suggested Councillor Turvey is asked for further feedback.

### **23/096: To Receive an Update on Shay Lane.**

Councillor Smith reported a footbridge had been installed and then taken down due to it being unsuitable for wheelchair users and/or horse riders. Councillor Smith reported another footbridge that is 40m long at a 45-degree angle had now been installed over the existing bridge. Comments were made that the footbridge is still unsuitable for horses as it was made from scaffolding that rattles and causes too much noise when crossing. Councillor Haslop stated that he had been informed once footbridge was up that it would take another 6 weeks to complete required work of the culvert.

### **23/097: To Discuss the Draft Terrorism Protection of premises bill.**

Chair provided brief description of the proposed 'Martyns Law' legislation which is to prepare venue operators to know what to do in the event of an attack. Councillors thought this would create a lot of onerous work for people running village halls as they would fall into the category of venues with a capacity allowance of 100-799.

Councillor Smith suggested the Parish Council write to the minister of that department, raising concerns and suggesting a more reasonable number of people will be 150.

Councillor Spencer suggested the possibility of village hall reducing capacity from 110.

**Action:** Councillors unanimously agreed for Clerk to send a letter to MP Theo Clark with concerns regarding the impact Martyn's law will have on Village Halls, and to suggest raising the venue capacity limit 150 and above.

### **23/098: To Consider Finance Matters.**

Clerk gave an update regarding quotes obtained for Insurance renewal. Chair proposed HOPC to proceed with Zurich who provided a lower quote. Councillors unanimously agreed and suggested Clerk asks for a 3-year fixed premium.

Clerk Presented approval of payments. Councillors unanimously agreed for payments totalling  
**Net: £5619.96 Gross: £5545.40**

Zurich Parish Council Insurance - £214

Clerk salary £296.00

HMRC PAYE £35.40

SCC Movement of speed limit sign £5,000.00

**Action** – Clerk to request insurance at a fixed premium for a 3-year deal and proceed with insurance payment.

### **23/099: To Request Items for the Next Meeting Agenda.**

It was requested that all unresolved items feature on the agenda for the next meeting in September in addition to an agenda item to discuss High Offley Defibrillator.

### **23/100: To Confirm the Time and Date of the Next Meeting.**

The time and date of the next meeting was agreed at 19:30 hours on Thursday 15th September 2023

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

B.Nicholls, Clerk to Council. Monday 17th July 2023.