



High Offley Parish Council

Minutes of the Meeting Held at 18:30 hours on Thursday 14th December 2023, at Woodseaves Village Hall.

Public Open Forum.

Chair reported Woodseaves school head teacher had queried, if possible, to put notices up to advertise to the community details of school events such as open days and coffee mornings. Councillors agreed as long as not in conflict of events with Village Hall. Chair to inform Headteacher.

23/141: To Receive any Apologies and Record any Absences.

None received.

23/142: To Receive and Consider the Minutes of the Parish Council Meeting Held on Thursday 9th November 2023.

The minutes of the meeting held on Thursday 9th November 2023 were approved as a true and accurate record.

23/143: To Note any Declarations of Interest.

No declarations of interest were declared.

23/144: To Discuss Highway Issues.

Chair met with D. Firkin and Councillor M. Winnington from SCC for a site visit to Woodseaves to discuss Highways issues.

- i) Signpost Oldershaw Lane – Sign has been ordered.
- ii) Sign on Dicky's Lane – previously reported by member of public.
- iii) Arranged to unblock drain at the top of Dicky's Lane.
- iv) Confirmed 30mph post on the edge of Riley Lane.
- v) Speed Indicator Device (SID) – It was agreed to be located where old 30mph.
- vi) Bus stop – Building work coming along, bus stop issue should then be resolved once complete.

S. Spencer arrived – 18:35

- vii) Signs for Woodseaves coming from Stafford – to be revisited as they should be positioned 1.5m away from road side.
- viii) Dianne and Mark agreed to fund installation of post and base for the SID.

- a) To receive an update on overgrown hedge reported on the High Offley Road.
Chair reported hedge has now been trimmed.
- b) To receive update on large tree on Glebefields.
Clerk wrote to resident requesting hedge to be trimmed due to limited illumination from the street light as a result from an overgrown conifer. Resident has responded with a date that tree maintenance has been arranged for and has already trimmed bottom of the conifer tree prior to maintenance being carried out. Tree is still currently impacting the illumination of the footpath.
- c) To receive an update on Highways Visit on 16th November 2023.
Chair gave update prior to item 23/144 a).
- d) To receive an update on mowing schedule for verges.
Waiting for an update from Councillor M. Winnington.
- e) To receive an update on blocked public footpath.
Chair reported she had spoken to P. Rochfort who has updated his report with all information and pictures provided and informed Chair that in first instance information bulletin notices must be erected.
- f) To receive an update on reported mud on Well Lane.
Member of public contacted Chair with concerns of the volume of mud on Well Lane. Chair has reported to highways. Response received from SCC Highways that the site has not yet been visited by reactive inspector due to high volumes of enquiries following recent weather events in high-risk issues that have been reported in the county and that it should be noted farmers/land owners are responsible for clearing roads and signs should be placed on carriageways to notify drivers of potential hazard and farmers can be liable for any claims.

Concerns raised regarding the lack of gritting on Shebdon to Woodseaves Road and Dicky's Lane, during cold weather as both roads are used to transport school children. Clerk to report to SCC and request roads to be gritted. Councillors discussed the current gritting arrangements and agreed for arrangements to be reviewed as roads are not being gritted with the salt that the Parish Council has previously purchased. Councillor R.Hockenull to speak to person whom previously agreed to distribute grit when required.

Councillor S. Spencer (SBC) informed Councillors that the residents from Shire View had contacted him with concerns following recent road re-surfacing of the Stafford Road which has brought the tarmac road up flush with pavement, resulting in rain running off the Stafford Road and flooding residents' driveways.

Actions:

- Chair to feedback to member of public, SCC response to reported mud.
- Clerk to investigate other Parish Councils grit arrangements.
- Clerk to contact SCC to query gritting arrangements.
- Councillor Hockenull enquire regarding gritting schedule.
- Clerk to report Shire's view issue to SCC.

23/145: To Receive an Update on Planning Applications.

No planning applications discussed.

23/146: To Receive an Update Regarding the Defibrillator Located by One Stop Shop.

Councillor P. Haslop gave update, electrician awaiting official letter to give the go ahead to commence works and requires instructions for installation. Chair confirmed the Defibrillator has been delivered.

Action: Clerk to send letter to electrician.

23/147: To Receive an update on Defibrillator at High Offley.

Chair gave an update, Henry Angel James Trust agreed to provide a defibrillator for High Offley with match funding for £860 which the donation from High Offley Church will be used for with the remaining money to be used for future maintenance. Clerk informed councillors the location of High Offley defibrillator had been previously agreed when applying for the defibrillator grant applications, due to the high visibility of the location. Councillor P. Haslop informed Councillors that an electrician has offered to fit the defibrillator with no cost.

Resolved: Clerk to make match fund payment of £860 to Henry Angel James Memorial Trust (HAJMT).

Actions:

Clerk to make payment to HAJMT

Clerk to email letter to resident of where Defibrillator will be located.

23/148: To Receive an update on Defibrillator at Offley Grove (Shebdon).

Clerk gave an update; A. Turner has agreed to take over guardianship. A. Turner has checked the defibrillator which had no electrical supply to the cabinet. This has resulted in moisture in the cabinet, the defibrillator making a clicking noise and requiring a replacement battery. A. Turner has removed the defibrillator, decommissioned it and reported this to the circuit. Councillors discussed whether there needed to be a defibrillator in Shebdon due to another one being located nearby at the Church. Clerk to contact Adbaston Parish Council to confirm defibrillator location.

Action:

Remove notice stating Defibrillator available at Shebdon.

Clerk to contact Clerk at Adbaston Parish Council.

23/149: To Receive an Update on Speed Indicator Sign for Stafford Road.

Discussed in item 23/144, SCC agreed to fund installation of the post for Speed Indicator Device. Clerk informed Councillors of updated quotes that were previously obtained for Speed Indicators.

Resolved: Councillors agreed to proceed with original supplier and approved for the payment of £3946.80

Action: Clerk to order Speed Indicator Sign from agreed supplier.

23/150: To Consider Finance Matters.

- a) Approval of Payments/Payments made since the last meeting.
Councillors approved payments totalling **Net: £319.36 Gross: £319.36**
 - Woodseaves Election fee £106.24
 - Clerks November Salary £213.12
- b) To receive an update on financial year 2023-24
Clerk gave a financial update.
- c) To consider 2024-25 Budget and Approve 2024-25 Precept.

Clerk presented budget which had been distributed prior to the meeting.

Resolved: Councillors agreed for precept to be requested for £5,206.00 a 3.9% increase.

23/151: To Receive an update on Clerk Vacancy.

Chair informed Councillors that no applications have yet been received.

Resolved: Councillors agreed for Clerk position to be re-advertised as minimum of 15+ hours per month.

Action: Clerk to amend job advertisement and re-publish.

23/152: To Consider Civic Amenity Visits 2024.

Councillors agreed to continue with 2 visits a year, one around Easter time one in Autumn.

Action: Clerk to arrange Amenity visits.

23/153: To Discuss Community Christmas Meal 2023.

Chair had previously distributed an email from Gnosall Parish Council who provide and deliver free Christmas meals to residents in their community. Councillors agreed that HOPC unable to support this year.

Action: Chair to respond to say HOPC unable to support this year.

23/154: To Request Items for the Next Meeting Agenda.

Unresolved items.

23/155: 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 8th February 2024.

*** Members of the Public & Press to be Excluded Whilst Confidential Matters are Discussed.**

22/156: To Consider Staff Pay.

Clerk informed councillors of the Government Services pay agreement to be backdated from April. Councillors agreed for back payment to be made.

The meeting was closed by the Chair at 19:30hrs.

B. Nicholls, Clerk to Council. Friday 8th December 2023.