



## High Offley Parish Council

Minutes of meeting held at 19:30 pm on Thursday 11 April 2024, at Woodseaves Village Hall.

### Councillors Present.

Cllrs E. Halls (Chair); P. Haslop; R. Hockenhull; P. Mason, D. Turpin; and Staffordshire County Councillor M. Winnington (20:00 arrival), Stafford Borough Councillor, Scott Spencer together with the Clerk.

### Public Open Forum.

**Grub Street** - A member of the public attended to discuss matters relating to Grub Street near to the Canal Bridge. Concerns were raised regarding boat users parking their vehicles for extended periods of time which is causing 24/7 access issues and drains to be blocked. Photo evidence of the disruption were supplied. Police, Highways and the Canal and River Trust have all been notified but with no success or offers of potential solutions to the problem.

Discussion took place around possible resolution and ideas included shortening the parking area, increasing signage and further investigation of time restrictions.

Councillor Winnington would like to visit the site and extended an invitation to facilitate a meeting with the Police.

**Action:** Clerk to email Councillor Winnington to request a meeting with Police, SCC and HOPC at site.

**Action:** Item to be added to next month's agenda.

**Solar Farm, Adbaston** – Two members of the public attended to discuss their objection to the proposed solar farm in Adbaston. They reported having 17 days to spread awareness across the parish and have received 95 objections to date. High Offley Parish Council campaigned and were successful in objecting to a similar development previously and this prompted an ask for support. Stafford Borough Council have now agreed to extend the consultation period indefinitely. Councillor Spencer gave assurances that all applications are taken seriously and are reviewed in-depth. Observation was made that initially High Offley Parish Councillors supported the application. Chair Halls felt that closer links to neighbouring parish councils would be useful especially to information share.

### 24/025: To Receive any Apologies and Record any Absences.

Councillor Turvey and Councillor Smith.

### 24/026: To Receive and Consider the Minutes of the Parish Council Meeting Held on Thursday 14 March 2024.

Amendment: 24/016 Surname should read Roachford. The minutes of the last meeting were then accepted as true and accurate record.

#### **24/027: To Note any Declarations of Interest.**

No Declarations of Interest were made.

#### **24/028: To Discuss Highway Issues.**

##### a) To receive an update on blocked footpath meeting with PRoW Team

Chair Halls has now met with the PRoW Team to discuss the blocked pathway, High Offley 10, running from the High Offley Road, by the Park Lane junction, to Grub Street and which includes a number of number of fields, including land associated with Glebe Barn. The latter is surrounded by spiky, green, metal fencing which prohibits access to HO10. At the top end of the public right of way a barn has been built, with planning permission from Stafford Borough Council. No diversion route in place for the footpath, however. Staffordshire County Council's PRoW Team are waiting on a response from Stafford Borough Council before deciding what the next steps are. There are multiple styles on the route in various states of disrepair which will also be dealt with at the same time. The owner of the land with the green, metal fencing blocking the footpath will be contacted regarding the fencing.

##### b) To receive an update on gritting schedule – payment / insurance policy

No previous payment details were found. The budget allocated £200 for spreading but does not include purchase of the salt. Councillors agreed to the £200 per winter for gritting. Discussion at the last meeting indicated the potential of accessing Staffordshire County Council reserves.

**Action:** Clerk to resend email to Councillor Winnington regarding the existing grit bin on Dicky's Lane, request for a new one and Staffordshire County Council's stock.

The gritter was originally purchased for £1.2k and does not need to be individually listed on the insurance schedule.

**Action:** Add to May's agenda – salt costs, plan for the gritter and budget allocation.

##### c) To receive an update on the flooding opposite Shires View, Woodseaves (Councillor M Winnington)

Work has now been completed – issue resolved.

##### d) To receive an update on County Council road re-surfacing plans (Councillor M Winnington)

Councillor Winnington reported that pre-patching is now being done in areas Gorse Lane to Main Road and Sutton to Forton boundary.

##### e) To receive an update on receiving road closure notifications.

Notifications now being received. The Clerk has been added to distribution lists. These notifications may not include emergency road closures.

#### **24/029: To Receive an update on Defibrillators – Training and Shebdon Defibrillator**

Chair Halls reported that the defibrillator at Woodeaves is up and running and there are no problems. The defibrillator at High Offley needs a new battery and currently has 10% battery life left. This is expected to last approximately a month. The cost per battery is £307 VAT inclusive. Shebdon's defibrillator is now dried out but unusable and will need replacing.

**Action:** Clerk to approach Henry Angell-James Memorial Trust to see if they have a battery they would be willing to gift.

Equipment/CPR training – Ade Turner has provided some availability and potentially this could be arranged before a Parish Council meeting in June / July. Invite to the training will be extended to members of the public.

**Action:** Clerk to establish max number for the training and arrange the date.

**24/030: To Receive an Update on Installation of the Speed Indicator Sign for Stafford Road**

Chair Halls has provided height, weight and dimensions to Tom Underwood in readiness for installation. Installation date to be determined.

**24/031: To Discuss arrangements for the Annual High Offley Parish Council Meeting**

It was agreed that the Annual Parish Meeting would be at 19:00 hours on Thursday 9 May 2024, followed by the High Offley Parish Council meeting at 19:30 hours.

**24/032: To Receive an update on REACH Feedback**

Councillor Haslop attended a meeting and detailed key points from the meeting. The meeting was mainly attended by larger Parish Town Councils who already have plans in motion. Deadline for project ideas is the end of April 2024. Councillors agreed when ready, this is an avenue we can explore. Chair thanked Councillor Haslop for his attendance and report.

**24/033: To Discuss correspondence relating to proposed solar farm in Adbaston**

Chair Halls received correspondence regarding the proposed Solar Farm, Adbaston which primarily objects to its development. High Offley Parish Council were not previously notified of the Staffordshire County Council planning application. Further discussion took place around the positive's and cons of solar farms in general.

**Action:** Chair to source further information for circulation on the proposal before deciding on a response.

**Action:** Agenda item for next meeting.

**24/034: To Discuss High Offley Parish Fete – 29<sup>th</sup> June 2024**

Councillor Haslop has been asked for volunteers to help with setting up the marquees prior to the fete on 29 June 2024. Councillor's Haslop and Mason offered to assist.

**Action:** Clerk to invite Henry Angell-James Memorial Trust to the fete.

**24/035: To Consider Finance Matters.**

a) Approval of Payments/Payments made since the last meeting.

- Paid : Clerk's Wages - £141.62
- Paid : E Halls reimbursement of electrician's gift - £18.49
- Paid : Newton Newton Flag & Banner Makers Ltd - £28.80
- To be paid – Civic amenity invoice from Stafford Borough Council £236.00

b) To receive an update on financial year 2023-24.

- HMRC VAT reclaim +£799.22
- Precept has been received +£2960.50

c) To discuss and consider grants for financial year 2023-24.

- CYP left over monies = £93.42

**Action:** Parish Mag / Churchyard grants to be added to agenda for next meeting.

d) To consider a donation to First Responders.

High Offley Parish Council agreed to donate £100 to the First Responders.

**Action:** Clerk to arrange payment.

e) To confirm annual audit arrangements.

Clerk reported that the AGAR email has now been received. Internal audit is in the process of being completed. Overall completion date is 30 June 2024.

**24/036: To Request Items for the Next Meeting Agenda.**

It was requested that all unresolved items feature on the agenda for the next meeting in May.

**24/037: 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 9 May 2024, followed by the High Offley Parish Council meeting at 19:30 hours.

The meeting was closed by the Chair at 21:20 hrs.

Clerk to Council. 28<sup>th</sup> April 2024.