

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING

HELD 8TH JUNE, 2023 AT THE PARISH ROOM, ALL SAINTS CHURCH

11/23-24 Election of Chairman

Cllr G Jones was elected Chairman and signed the acceptance of Office form. Council deferred the election of a Vice Chairman until more Councillors are in post.

12/23-24 Attendance and Apologies

a. Attendance

Present were Cllr S Codie, Cllr G Jones (Chairman), Cllr J Maun, Cllr N Hussain (all having duly signed their acceptance of office declarations), the Clerk Mrs E Coleman and a member of the public.

b. Apologies

None

13/23-24 Declarations of Interests:

No interests were declared or dispensation requests made.

14/23-24 Minutes of the Previous Meeting:

Council resolved to accept the minutes for the April Meeting. The Chairman signed and initialled these as such.

15/23-24 Co-Option Opportunity

Council resolved to co-opt Mr J Dyche on to the Council. Having signed the acceptance of Office declaration he took his seat.

16/23-24 The Responsible Financial Officer

The Clerk's position as the Responsible Financial Officer was reaffirmed.

17/23-24 Membership of the Allotment Committee

Cllrs S Codie, J. Dyche & J. Maun were appointed to the Allotment Committee.

18/23-24 Confirmation of Standing Orders (March 2023) and Financial Regulations (March 2023)

The above documents were confirmed as being current.

19/23-24 Twelve Month Schedule of Council Meetings

The schedule was confirmed as presented.

20/23-24 To Review Council's Eligibility to Use the General Power of Competence

Whilst the Clerk is CiLCA qualified the elections returned just four Councillors resulting in requirements of The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 (S.I. 2012 No. 965) to use the General Power of Competence not being met.

Chairman:.....

Date: 20th July 2023

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21/23-24 Attendance and Apologies

a. Attendance

Present were Cllr S Codie, Cllr J Dyche, Cllr G Jones (Chairman), the Clerk Mrs E Coleman and a member of the public.

b. Apologies

Council accepted the apologies of Cllr N Hussain (family)

22/23-24 Declarations of Interests:

No interests were declared or dispensation requests made.

23/23-24 Finance:

a. Direct Debit Instructions authorised for 2023/ 2024 were:

- EE Limited – Mobile Phone Contract invoiced monthly
- Information Commissioner’s Office annual registration fee
- Pennon Water Services Allotment Metered Water.

b. Council received the Financial Statements to 31st May 2023 including a budget comparison.

c. Grant and Other Funding Applications:

i East Staffs Borough Council Anti Littering Initiative – Skip Provision

An ESBC Enforcement Officer joined the meeting to support a request for funding for an anti-littering initiative. Council resolved to fund the provision of two skips for the event up to £1,200. The Enforcement Officer left the meeting.

ii Anglesey Football Academy – pitch fees and kit provision

A representative of the Academy joined the meeting by invitation and answered Council’s questions. Council were impressed with the details provided and resolved to grant the organisation £3,200. The representative left the meeting.

iii Trentside Warm Spaces Funding Request £520

Having received the feedback provided Council resolved to pay £520 (26 hours calculated in line with the Warm Spaces Funding Minute 65/22-23).

iv Queen Street Community Centre Kids Fun Day Grant Application £1,000

The Centre is organising a Kids Fun Day for August. Council resolved to support the event in the same manner as it does the OAP Christmas event using the unallocated Grants earmarked fund. £1,000 is to be paid.

v Queen Street Community Centre Establishment of a Hygiene Bank £750

Council resolved to support the initial stocking with £750.

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d. The following payments were ratified and authorised in addition to the above funding/ grant requests:

PAYEE	FOR WHAT	AMOUNT	PAYMENT
Clerk	Net Salary Month 2	905.99	BP 26/05/23
HM Revenue & Customs	Month 2	187.71	BP 26/05/23
Staffordshire Pension Fund	Month 2	333.04	BP 26/05/23
Perennial Landscapes Ltd	Month 1	168.00	BP 26/05/23
Auditing Solutions Ltd	Internal Audit	360.00	BP 26/05/23
Pennon	Allotment Water	42.82	dd 15/05/23
EE	Mobile Phone	29.02	dd 24/05/23
Clerk	Net Salary M 3, Exps Ms 2 & 3	1,099.23	BP
HM Revenue & Customs	Month 3	153.91	BP
Staffordshire Pension Fund	Month 3	333.04	BP
Perennial Landscapes Ltd	Month 2	180.00	BP
All Saints Church	Room Hire £30	30.00	BP
QSCC	Room Hire May	15.00	
Defib Warehouse	Replacement items for deployed defib	274.80	
TOTAL	PAYMENTS to be made	£2,085.98	

24/23-24 To Receive and Consider Responses Required to the Correspondence Received

a. Current Planning Applications

Application Number	Site Address	Development Description	Response
<u>P/2023/00462</u>	Part of garage block All Saints Rd DE14 3PL	Conversion of part of garage block to form dwelling, including single storey front extension, pitched roof & cladding	Comment
<u>P/2023/00538</u>	130 Uxbridge St. DE14 3JY	Erection of a single storey side and rear extension	Out of date
<u>P/2023/00532</u>	264 Uxbridge St DE14 3JU	Change of use from Class C3 Dwelling to Hot Food Take Away (Sui Generis) including flue, installation of shop front, two storey side & single storey rear extension & external staircase	Objections

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Application Number	Site Address	Development Description	Response
<u>P/2023/00560</u>	Anglesey Primary School Clarence St DE14 3LG	Prior Approval for the installation of 93 PV solar panels with a maximum output of 35.781kWp	None
<u>P/2023/00440</u>	9 Watson Street Burton upon Trent Staffordshire DE14 3AH	Application for a Certificate of Lawfulness for the continued use as a small House in Multiple Occupation (HMO) (Use Class C4)	None

25/23-24 Other Correspondence

- a. Correspondence from Staffs County Council regarding a new Wellbeing Officer was noted.

26/23-24 To Receive Any Third-Party Reports Offered

The Police had sent a report which was made available to Council.

27/23-24 To Receive the Clerk's Report

The contents of the Clerk's report were noted.

- a. Council resolved not to look at the provision of a parish specific mobile app.
- b. The Café in the Park Project comments were noted and there was acknowledgement that this was to be a long-term project involving a funding pot and the formation of some form of "not for profit" group to run the building on behalf of the Council.
- c. Additional information and alternate quotes are to be obtained for the allotment identification plaques.

28/23-24 To Receive Items of Information

- a. Planning decisions received were noted.
- b. The next meeting is scheduled The SPCA Bulletins - the new employment advice service offered was noted.
- c. The Clerk is to attend a meeting with the Staffordshire Commission is to be attended by the Clerk.

The next meeting is scheduled for 13^h July 2023

Chairman:.....

Date: 20th July 2023