

LONGNOR PARISH COUNCIL

Minutes of the Parish Council Meeting held Monday 10th September 2018

St Bartholomew's School at 7:00 pm; Attendance Register - Present:

Chair	Parish Councillor K. Dunn
	Parish Councillor R. Gould
	Parish Councillor L. Storer
	Parish Councillor T. Storer
	Parish Councillor J. Deaville
Clerk	S. Mansfield
County and District Councillors attending	SMDC Councillor Teresa Riley
Members of the Public attending & speaking	None

Agenda item 1	Attendance Register, Apologies, Public Attendees
Minute 10/09/18/01	All Parish Councillors present were noted on the Attendance Register by the Clerk prior to the commencement of the meeting. Apologies were received for Councillors N. Gould and S. Turner.
Agenda item 2	Variation of Order of Business
Minute 10/09/18/02	None
Agenda item 3	Declarations of Member's Interests
Minute 10/09/18/03	There were no new declarations or requests for dispensations.
Agenda item 4	Determination of Confidential Items
Minute 10/09/18/04	None.
Agenda item 5	Minutes of the previous meeting held 13th August 2018
Minute 10/09/18/05	Examination and approval of the minutes of the previous meeting was unanimous and signed off by Councillor K. Dunn.
Agenda item 6	Matters arising from minutes of previous meeting.
Minute 10/09/18/06	6.1) Clerk has chased up Guessy's for painting work completion date but has no response. 6.2) There was a discussion of the role of the Parish Council in solving the problems arising from the narrowing of the right of way adjacent to Roseannah Cottage. It was resolved that the Clerk should take legal advice before proceeding with any communications with the occupants of the premises. The Clerk is to request information from the Land Registry regarding this property.
Agenda item 7	Public Speaking
Minute 10/09/18/07	Councillor Teresa Riley proposed that the Parish Council may wish to mark the centenary of the armistice of WW1 by issuing commemorative coins to the children of the Parish (under 16

	years of age) and to the children attending St Bartholomew's School. This matter was discussed by the Parish Council and a proposal made by Councillor J. Deaville, which was seconded by Councillor L. Storer and supported by a unanimous vote, that the meeting agreed in principle to Councillor Riley's proposal to purchase approximately 60 coins with a face value of £5.00. The figures for the number of children and the actual cost of the commemorative coins plus delivery charges are to be provided to the next meeting for a final decision to be made.
Agenda item 8	Hear reports on administration of Parish matters.
Minute 10/09/18/08	<p>8.1) The Clerk had written to SCC (Councillor Gill Heath) regarding Roseannah Cottage and the communication was read out to Parish Councillors.</p> <p>8.2) The Clerk is to try to get a response from Guessys painting contractors and also contact Nick Lucking re the painting work needed by the Parish Council.</p> <p>8.3) The meeting discussed a proposal that there be a restriction of 2 hours for cars parking on the Market Place. Councillors felt that this was not necessary.</p> <p>8.4) The Clerk was requested to to ask for a copy of the report on the status of footpaths in the Parish.</p> <p>8.5) It was proposed that a noticeboard be installed in the Telephone Box and a note be placed in the Parish Magazine that this notice board is available for public use. The Clerk is to check with the Postmaster how the power to the light in the telephone kiosk is supplied.</p> <p>8.6) Street light outside post office not working.</p> <p>8.7) More timesheets are required for the lengthsman.</p>
Agenda item 9	Reporting of Highway Defects & other Parish Matters
Minute 0/07/17/09	<p>9.1) The Parish Councillors discussed the system of reporting defects to Staffordshire County Council again and concluded that it was increasingly difficult to get a clear response or effective action. The Chair, Councillor K. Dunn will telephone SCC Highways to try to get some progress, particularly on the maintenance of the road drains in Longnor Village.</p> <p>9.2) Longnor Action Group are intending to place another bench in the Playground. The Parish Council unanimously approved this plan but would prefer a plastic bench as it requires less maintenance.</p> <p>9.3) £37.52p was collected by The Chair of the Parish Council from the honesty box today.</p>
Agenda item 10	Policies and Procedures.
Minute 10/09/18/10	<p>10.1) IPI has inspected the playground and found some minor issues with missing or protruding bolts in the adventure playground. Clerk to liaise with Kompan to have the faults corrected. Councillor Teresa Riley noted that she had heard good reports from residents about the upgrade of the playground equipment.</p> <p>10.2) The Clerk was requested to make a précis of the new procedures for sign off in the next meeting.</p>
Agenda item 11	Planning
Minute 10/09/18/11	11.1) The Clerk had not made any representations or comments to the Peak Park after the last meeting.

	<p>11.2) The Parish Council concluded that it was not necessary to submit any comments regarding the application for discharge of conditions at Edge Side Farm, Edge Top Rd, Longnor.</p> <p>11.3) Planning decisions notified to the Clerk were made available in the meeting. Edge Top Farm, Knowsley Hill, change of use of outbuildings – granted.</p>																								
Agenda item 12	Chair's Announcements																								
Minute 10/09/18/12	12.1) The Clerk had received no response from Heathylea Parish Council regarding erection of signs on Mill Lane. The Clerk was instructed to proceed and order the signs.																								
Agenda item 13	Updates from the Clerk including Correspondence Received																								
Minute 10/09/18/13	13.1) The external auditors had responded confirming that the submission of the Agars forms was on time and the Clerk expects to receive the notice of completion before the next meeting.																								
Agenda item 14	Finance																								
Minute 10/09/18/14	<p>1) Current Account balance stands at £18,622.76 from bank statements issued on 5th September 2018.</p> <p>2) Cash Account Balance = £37.52 all previous months cash sums collected from the honesty box are now banked.</p> <p>3) The following expenditure was approved:</p> <p style="text-align: center;">Liabilities and other disbursements paid by cheque</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>Chq No</th> <th>Payee</th> <th>Item</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>001760</td> <td>SW Mansfield</td> <td>Clerk's salary and expenses (August)</td> <td style="text-align: right;">£153.28</td> </tr> <tr> <td>001761</td> <td>GW Dunn</td> <td>Lengthsman August</td> <td style="text-align: right;">£100.00</td> </tr> <tr> <td>001763</td> <td>E A Fitzgibbon</td> <td>Payroll Management Fee</td> <td style="text-align: right;">£60.00</td> </tr> <tr> <td>001762</td> <td>HMRC</td> <td>PAYE (August)</td> <td style="text-align: right;">£38.40</td> </tr> <tr> <td></td> <td></td> <td>TOTAL Payments made</td> <td style="text-align: right;">£351.68</td> </tr> </tbody> </table> <p>Work done to be approved, signed off and paid None</p> <p>4) The following income was reported by the Clerk There was £37.52 collected from the honesty box this month.</p> <p>5) Accounts Reconciliation The Clerk presented documents and bank statements to inform the meeting of the current position of accounts for the Parish Council.</p>	Chq No	Payee	Item	Amount	001760	SW Mansfield	Clerk's salary and expenses (August)	£153.28	001761	GW Dunn	Lengthsman August	£100.00	001763	E A Fitzgibbon	Payroll Management Fee	£60.00	001762	HMRC	PAYE (August)	£38.40			TOTAL Payments made	£351.68
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Agenda item 15	Date and time of next meeting																								
Minute 10/09/18/15	<p>The school is available for the next Parish Council meeting in October.</p> <p>The next meeting date and time was agreed as Monday October 8th 2018 at 7:00pm in St Bartholomew's School.</p> <p>The meeting was closed at 20.30 hours.</p>																								
Agenda item 16	Any Other Business to be noted for inclusion in next agenda																								
Minute 10/09/18/16																									