

FORTON PARISH COUNCIL

Minutes of Meeting Held Wednesday 10th August 2016

PRESENT:

Parish Councillors: S Tomkinson (Chair), D Toon (Vice Chair), P Hammond, S Spencer, E de Quincey, D Carver (RFO).

Borough Councillors: M Smith, K Williamson

Clerk: Carol Little

1. **Apologies for Absence:**
None received. M Winnington (SCC) and J Perks did not attend.

2. **Declaration of Councillors personal interests relating to items on the Agenda:**
No personal interests declared.

3. **Minutes of Meeting held on 11 May 2016 and matters arising:**
Minutes were amended with 'Wharton' being amended to 'Warton' near the bottom of page 2 and then approved as a true record by Councillors and signed by the Chairman.
No action had been taken on resuming the campaign to create a safe footpath on the A519. The Chair asked the clerk to add to the next agenda. The clerk agreed to contact Cllr Winnington by email in the meantime and attach historic documents as he had played a significant role in the previous attempt to secure a safe route for pedestrians.

ACTION: CLERK

4. **Finance Report:**
 - 4.1 **2016/2017 Quarter Two**
The financial statement dated 10 August 2016 was presented. It balanced to the latest bank statements received with a closing balance of **£896.39**.

4.2 Payments Approved

Precept Payments	Budget £ p	Actual to Pay £ p
Clerk's Salary (gross) – 2 nd quarter	102.02	102.02
Clerk's Expenses – 2 nd quarter	16.02	nil
SPCA subscription	113.01	112.00

4.3 Annual Audit 2013/2014

The external audit report is still awaited but will be displayed on Parish Council noticeboards and Parish website once it is received. Under the Government's current audit arrangements there will be no charge for this year's audit.

4.4 Workplace Pension Scheme

The Parish Council is registered with the Pensions' Regulator as an employer. It has one employee, the Clerk who is paid below the minimum (£833 per month) whereby the Council would be obliged to operate a pension scheme.

Nevertheless; it is still obliged to offer a scheme to all employees. The Clerk

wrote to the Council on 04 August 2015 to say she does not want such a scheme from the Council and that letter is being held on record against the Pensions' Regulator requiring to see the evidence. However; the Pensions' Regulator has now required a formal letter to be written by the Council to the Clerk showing that the offer of a scheme remains in place. This letter, dated 29 July 2016, has been sent. The Clerk reconfirmed at the meeting that she did not wish to have a pension scheme provided to her by the Council. The RFO, as the nominated contact for the Pensions' Regulator will have to make a declaration regarding the Council's compliance on matters as they stand at 31 July 2017 before the end of that year.

4.5 Bank

NatWest Bank has written to the Council to say that it now reserves the right to charge for credit accounts.

5. Planning Application 16/24537/FUL Crow's Nest, Fernhill Rd, Sutton:

Councillors considered this application referring back to the comments made when the original application, 16/237421/REM, for a 3 bedroom house was submitted. They agreed that concerns over the lack of foul water drainage and the request for assurance that an audible alarm be fitted to the septic tank or cess pit would be even more pertinent now that the new proposal is for a 4 bedroom dwelling. The clerk was asked to inform the planning department.

ACTION: CLERK

6. Matters requiring attention in the Parish:

The clerk advised that she was still waiting for a response from the Highways Department regarding safety concerns about the footpath from Newport to Forton and improving visibility when crossing the A41 to visit the canal. The clerk advised that she had established with Highways England that it was Highways Telford that had responsibility for this area although they had not accepted this at the time she first contacted them. However; with a case number and a response forwarded from Highways England the clerk agreed to contact them again to get a response.

ACTION: CLERK

6. Any Other business:

6.1 The Chairman reported that there had been a recent accident on the A519 at Sutton; a significant collision between two vehicles and the resulting debris had left in the hedge. The clerk agreed to request its removal.

ACTION: CLERK

6.2 Cllr Hammond stated that there had been thefts from 5 sheds in Shay Lane and he explained the merits of signing up to rural watch for alerts.

6.3 Cllr Smith advised Councillors that an exception had been granted to a planning applicant, Mr Foster to meet with a planning officer, as this service is currently suspended. Mr Foster had attended a previous Parish Council meeting to seek the advice and support of Councillors before submitting an application as he had been unable to secure a pre-application meeting with the planners to discuss his proposal for a new build in Sutton.

6.4 Cllr Smith also advised that he had been contacted by radio Stoke to comment on the proposed rabbit farm on Radmore Lane. He stated that he was

mindful of the significant public interest and also complications of a possible subsequent residential accommodation application. In addition to this he had been made aware of issues arising with Cannock Chase District Council from the Rugeley based Company pursuing the application. However; at this stage he had referred the radio station to the contents of the Environmental Health Officers report.

8. Correspondence:

The Council had received notification of an Appeal Hearing for application No. 15/22374/FUL Land Off Sutton Lane And Guild Lane. The appeal will be heard by the Inspector on Thursday 22 September 2016, commencing at 10 a.m. in the Churchill Room, Gatehouse Theatre, Eastgate Street, Stafford, ST16 2LT.

9. Date of next Meeting:

Wednesday 16th November 2016 at 7:00pm

The meeting was closed by the Chairman at **19:40 p.m.**