

FORTON PARISH COUNCIL

Minutes of Meeting Held Wednesday 15th November 2017

PRESENT: Cllrs: S Tomkinson (Chair), D Toon (Vice Chair) D Carver (RFO), E DeQuincey, P Hammond, J Perks, S Spencer. Borough Councillor: M Smith.

In Attendance: C Little (Clerk)

1. **Apologies for Absence:** Accepted from Borough Cllr K Williamson.
2. **Declaration of Councillors Personal Interests:** No interests were declared.
3. **Minutes of Meeting held on Wednesday 19th July 2017:** Minutes were agreed and signed by the Chairman.
4. **Matters Arising Not On This Agenda:** Cllrs agreed that it was disappointing to note that there still had been no feedback from the County Council following the site meeting with Cllr Winnington on 27th July regarding safety concerns on the stretch of the A519 between Forton and Sutton. Whilst Councillors had been advised verbally of some results of the speed survey there had been no hard copy reports and no further action appears to have been taken. Cllr Hammond advised that having recently walked the path it is in a particularly poor condition. Cllr Toon advised that there had been yet another traffic accident earlier in the day. It was agreed that this continuing issue needed to be chased regularly and that it should be added to the agenda for future meetings as a matter of course and that Cllr Winnington should be reminded that we are still waiting for a formal response.

Action: Clerk

5. Financial Report and Authority for Payments:

5. 1 2017/2018 Quarter Three

The financial statement dated 07 November 2017 was presented. It balanced to the latest bank statements received: -

Current Account @ 05 November 2017	110.00
Reserve Account @ 05 November 2017	1067.17
TOTAL	£1,177.17

The council considered the Quarter 3 Financial Statement and approved it, the Chairman signing a copy.

5. 2 Payments Approved

Precept Payments	Budget £ p	Agreed to Pay
Clerk's Salary – 3rd quarter *(gross)	103.04	103.04
Clerk's Expenses – 3rd quarter	15.00	nil
Parish Hall Rent 2016 (invoice expected)	121.20	TBA
Expense: replacement glazing for Meretown notice board	nil	48.00

*The gross salary paid was £103.04. No PAYE was due, as determined by the payroll service.

The council approved the above payments including the Parish Hall rent where the invoice has yet to be received thus allowing it to be paid as soon as it is received.

Action: RFO

5. 3 Budget 2018/2019

A draft budget for next year was presented. It was based on the forecast to the year's end which showed a precept balance brought forward of £653.08 (last year £723.98). The proposed budget required a precept of £990.00 (2 X £495.00), (last year £894.00). Note that the precept includes central government Council Tax Support Grant of £29.44.

Year	Annual Precept £
2016-2017	1004
2017-2018	894
2018-2019	990

Salaries and Insurance have been increased in line with the Government's Consumer Price Index (CPI – All items) which in September 2016 stood at +2.7%. The general contingency is preserved at 15%.

Stafford Borough Council has not yet announced its concurrent grant level but the budget assumes the parish council will request the maximum and that it will remain the same as last year, £270 (2 X £135). The council authorised the RFO to ask SBC for the maximum concurrent grant.

Action: RFO

The council debated the draft budget, made no amendments and then approved it, the Chairman signing a copy.

6. County Council consultation on public rights of way

Councillor Toon outlined the pertinent points as detailed in the document on the website – see link

<https://www.staffordshire.gov.uk/environment/eLand/RightsOfWay/Rights-of-Way-consultation/The-proposals.aspx>

Cllr Spencer had circulated a press article regarding path maintenance ahead of the meeting. It was agreed that the Councillors should meet to submit a united response via the survey. A meeting was arranged for 29th November at 7:00pm in the parish rooms. The clerk agreed to advise the nursery.

Action: Clerk

7. Collaboration Meeting feedback / Discuss Agenda items and possible attendees for the meeting at Bradley on 30th November

Cllr Toon had attended the last meeting in July. Cllr Smith explained that to support care for the aging population some village work had had to be cut back including routine maintenance works. Cllr Toon outlined some of the proposals which can be viewed at: <http://www.highwaysyourway.info/>. It was felt that the proposal would not work for every Parish. Some work would require specialist equipment and expensive machinery and all work would require risk assessments and insurance cover. However it was confirmed that the Council would continue to maintain seasonal work. Cllr Carver explained that with the finance at our disposal none of this would be viable for our Parish on a stand-alone basis. Cllr Toon offered to attend the next meeting on 30th November and Cllr Tomkinson agreed to join him the clerk agreed to confirm what time the meeting would start.

Action Clerk

8. Matters requiring attention in the Parish:

Cllr Hammond stated that the Church Glebelands area were in a state of neglect. The land and hedges are overgrown. He stated that he knew the agent responsible for the land and he agreed to make contact. Cllr Hammond also reported that the area around the salt bin at the cross roads in Forton was in need of a tidy up. Cllr Carver stated that he had a fly-tipping issue to report to StreetScene so he would request clearance at the same time.

Action: Clerk

9. **Any Other business:** Cllr Carver advised that the scheduled fibre optic cable cabinet installation had been delayed as it was being relocated to an alternative site just south of the Skew Bridge and this required a further planning application.

Cllr Carver had recently attended a course on Transparency Code Funding. He felt, and other Cllrs agreed that as the Parish already had a website and the running costs were minimal, there was no justification to apply for additional funds.

Cllr Carver reported that he had been informed that the Data Protection Act was shortly to be repealed and replaced by May 2018 with new General Data Protection Regulations. Amongst other things he understood that this might require the Parish Council to have the services of a Data Controller and a Data Protection Officer. Cllr Carver stated that he was on a waiting list for a course to find out more about our obligations as a Parish Council. [post meeting note: Cllr Carver will attend this meeting on 21 November].

10. **Correspondence:** The Clerk had received a Stafford Borough Local Plan Review – Call for Sites document. It was agreed that this would be circulated electronically.

Action: Clerk

11. **Date of next Meeting:** Wednesday 14th March 2018

The meeting was closed by the Chairman at **20:25 p.m.**