

FORTON PARISH COUNCIL

Minutes of Meeting Held Wednesday 14th March 2018

At 7:00 p.m. in Forton Parish Rooms

PRESENT: Cllrs: S Tomkinson (Chair), D Toon (Vice Chair), D Carver (RFO)

E DeQuincey, P Hammond, S Spencer

County Cllrs: M Smith, K Williamson

C Little (Clerk)

1. Apologies for Absence

Apologies accepted from Cllr Perks & Cllr M Winnington

2. Declaration of Councillors personal interests

Cllr Hammond, declared an interest in the requests for grants for the Church and village hall due to his roles as secretary and member of the parochial church council, member of the parish council and also a trustee and committee member of the parish room.

3. Minutes of Meeting held on Wednesday 15th November 2017 and matters arising not on this agenda

Minutes were agreed, with one amendment to a date in the financial report, and signed by the Chairman.

4. Planning application 17/277/HOU

The plans were viewed and discussed at length. No objections were raised.

5. General Data Protection Regulation

Cllr Carver advised that he had attended a seminar regarding the new GDPR from which it was clear that the parish council will have to meet a number of new responsibilities. Amongst other things it will be necessary to appoint a Data Protection Officer (this cannot be either the clerk or the RFO) and a Data Controller. Staffordshire county council in conjunction with SPCA has put together a package whereby smaller parishes may buy into receiving some technical support and a share of a DPO. There are 3 levels of support available, the lowest (and cheapest) being £150 per annum. They also offer an initial consultation and GAP Analysis, for a fee of £140. Cllr Carver agreed to investigate further but sought approval to spend the funds to do this should it become apparent that it was necessary. The majority of councillors agreed.

Action: RFO

6. Financial report and authority for payment

6.1 Quarter Four 2017/2018 Financial Statement

The Quarter Four financial statement dated 04 March 2018 was presented. It balanced to the latest bank statements received.

Account	£ p
Current @ 04 March 2018 (by phone)	110.00
Reserve @ 04 March 2018 (by phone)	916.28
TOTAL	£1026.28

The council approved and the chairman signed the financial statement.

6.2 Precept Payments Approved

Precept Payments	Budget £ p	Agreed to Pay
Clerk's Salary (gross) – quarter 4	*£103.04	£103.04
Clerk's Expenses – quarter 4	To be advised	nil
Domain renewal (2 years) paid by D Carver	nil	£23.98

*No PAYE is deducted this quarter.

The council approved the above payments and authorised the RFO to make them.

7. Requests for Grants

The Council was reminded that the concurrent grant of £270 that had already been received needed to be properly disbursed before the end of the financial year (31 March 2018) otherwise it would become forfeit and have to be returned to Stafford Borough Council. The Council considered four applications for grant which had been received and decided to disburse the concurrent total of £270 equally between each of the four applicants as follows: -

- Forton Parochial Church Council – for Churchyard upkeep - £67.50
- Forton Parochial Church Council – to contribute towards a communal WW1 armistice anniversary event - £67.50
- Forton Parish Hall – to contribute towards roof repairs - £67.50
- Forton Cricket Club – to contribute towards new outdoor nets - £67.50

The council approved the above payments and authorised the RFO to make them

8. A519 campaign – Mark Keeling response

Cllrs had considered this individually ahead of the meeting and concluded that Mr Keeling's suggestion that the community could clear the overgrown path from Forton to Sutton was unrealistic and rather late in coming. The A591 is a high volume, high speed road which is not wide enough for the HGV traffic it attracts. The path was hazardous to walk along even before the moss, weeds and hedgerows closed in on the tarmac. Using the council's own guidelines, <http://www.highwaysyourway.info/> it was agreed this would not be a job that could be safely undertaken by volunteers. In addition to this it was disappointing to note that the overarching problem of tackling safety concerns on this busy road had not been acknowledged at all. It was acknowledged that since we started the campaign to make the A519 safer, we had made no progress at all. It was unanimously agreed that the parish council should write to Bill Cash MP in an attempt to push forward a resolution. The clerk agreed to draft a letter and consult with councillors before sending it.

Action: clerk

9. Collaboration Meeting

The clerk advised that she had not received minutes from the meeting in November and had not received an invitation to the next meeting. She was awaiting a response from the Creswell clerk. Cllr Smith advised that he believed the meeting had not gone ahead in November but there had been a meeting since. The clerk agreed to chase this up and inform councillors of the next meeting date.

Action: clerk

10. Matters requiring attention in the Parish

Cllr Toon reported flooding in Sutton village (OS reference SJ769221) due to a broken drain that had been reported to Severn Trent but was unresolved. Also a blocked drain which had been attended, but remained unresolved, by Sutton Bank garage where a lorry had a crashed into a retaining wall possibly impacting on the drain.

Cllr Smith stated that he had reported potholes in Shay Lane but there were now more, following the freezing weather. Cllr Spencer expressed concern about the depth of some of the potholes on the A519 where vehicles travel at speed. The clerk agreed to log calls for these.

Action: clerk

11. Any other business

Councillors agreed to do a community litter pick on Sunday 25th March. The clerk agreed to secure bags and litter pickers.

Action: clerk

12. Correspondence

There was no correspondence in addition to that already circulated.

13. Date of next Meeting

7:00pm Wednesday 9th May 2018

The meeting was closed by the Chairman at **8:25 p.m.**