TRYSULL & SEISDON PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD REMOTELY VIA ZOOM
THURSDAY 21st MAY 2020
trysullandseisdonparishcouncil.org

PRESENT	:	Mr. S. Harrison	Chairman
		Mr. M. Kelly	Vice Chairman
		Mr. A. Hingley-Smith	
		Mr. T. Maher	
		Ms. J. Roobottom	
		Mr. P. Stones	
		Miss. H. Warrilow	
		Cllr. Mrs. V. Wilson	District & County Councillor

APOLOGIES : Mr. R. Beardsmore
One resident joined the meeting.
It was agreed that an Annual Parish Council Meeting is not necessary and all office holders and committee members will continue to hold their current positions until such time as the Council decides or, if later, the next Annual Parish Council Meeting.
It was agreed to suspend standing order 3 relating to public participation. Now to be allowed only at the sole discretion of the Chairman, given the strict time constraints of any remote meeting.

DECLARATION OF INTERESTS AND DISPENSATIONS
It was noted Cllr. Harrison and Cllr. Kelly had previously disclosed their interests in planning applications 20/00222/COU and 20/00166/FUL respectively. It may be confirmed that neither Councillor took part in any discussion, debate or decision relating to their particular interest.

MINUTES OF MEETING
The Minutes of Meeting dated 11th March 2020 were agreed as a true record and will be signed by the Chairman at a later date.

The Chairman reported that following the sad news of the death of John Tonkinson he had been approached by the family who wish to plant a tree to commemorate John's life and work in the Parish. All in agreement and a suggested site was on the Playing Field at the rear of the Village Hall.

PLANNING
The following planning applications were dealt with mid month:
20/00030/FUL Demolition bungalow & provision 3 no. 2 bedrm bungalows, Pound Piece, School Road, Trysull - Strong objections, overdevelopment, access, design
20/00222/COU Converted barn as separate dwelling, 54 Post Office Road - No objection
20/00251/FUL Porch and store extension, 55 Feiashill Road - No objection
20/00166/FUL 2 storey side and rear extns, Ravencroft, Bell Road, Trysull - No objection

Planning applications this month
Clerk has forwarded comments as follows:
20/00293/FUL Timber pergola, Seisdon Hall Mews, Seisdon - No objection
20/00331/FUL Demolition of conservatory, erection of two storey rear extn. Blakeley Cottage, Bridgnorth Road, Shipley - No objection.
20/00153.FUL New detached dwelling with detached garage, 2 Feiashill Road, Trysull - objections, green belt, conservation area, visual impact and scale of garage.
19/00036/OUT 49 Retirement homes, Seisdon Landfill Site - Application refused.
Coachhouse, Seisdon Road - Beech tree removal and replacement - No objection
20/00395/TREE Plough Inn, School Road - Yew trees crown lift and crown reduce to protect them during construction and to reduce overshadowing of the properties.

Clerk to ask Steve Dores to inspect the Plough site and let the Parish Council have his observations regarding the cutting down of trees.

Planning Enforcement
Summerhouse, Trysull, (17/0256/UNCOU), Oak Farm, Seisdon (19/00567/LUE)
Chalet, benches etc. on land on Bell Road, Trysull. (19/ 00562/UNDEV)

ACCOUNTS
Audit
The internal audit report has been received and there were no concerns.
Resolved:
Approval of Section 1 Annual Governance Statement 2019/20.
Approval of Section 2 Accounting Statement 2019/20, signed by the Clerk.
Notification of Public Rights period will run from 1st July to 11th August 2020.
Resolved:
a) Signed Internal audit report
b) Signed Section 1 and 2 of the AGAR Part 3,
c) Year end bank reconciliation,
d) Significant Variance Report,
e) Asset Register
f) Notice of Appointment of dates for the Exercise of Public Rights
g) Declaration that Accounts are not yet audited by the external auditor who will subject the Accounts to a Limited Assurance Review.

will be published on the Parish Council web site no later that 31st May 2020.
Resolved:
a),b),c),d) and f) above, the External Audit Report and Certificate (section 3), and the Clerk and Chairman contact details
will be forwarded to the External Auditor before 30th June 2020.
It was confirmed that the External Auditor, Mazars LLP do not provide any personal accountancy or tax advice to any councillor and councillors are not aware of any other potential conflicts of interest that might affect the auditors' independence.

The following cheques were signed in April following agreement by all Councillors:

Mrs. N. Walton (April salary)	499.73
Mrs. N. Walton (Reimb. admin costs Jan/Feb/Mar)	74.51
Mr. Nick Walton (new web site design)	500.00
Mr. M. Osbourne (Inspec. Play Area, Trysull)	48.00
Ditton Services (Gnds Maint. 1st instalment trf)	799.50

It was agreed the following cheques be signed:

Mrs. N. Walton (Salary May + one backdated payment)	522.77
Mr. M. Osbourne (insp. Pl.Fld. Mar. 20)	48.00
Ditton Services (Feb. 12th instalment)BACS	799.50
A. Hingley-Smith (reimb. new web site domain for 2 years.)	115.20
A. Hingley-Smith (reimb. new web site domain)	11.64
SSDC (4th quarter gnds. maint.)	47.23
D. Southall (reimb. old site domain)	18.00
Trysull Tigers (Jan/Feb/Mar Pl.Fld Inspections, Seisdon	30.00
BHIB Insurance (Council insurance)	502.47
Allianz Insurance (Engineering Contract - Play Area inspection)	506.77
Mrs. Sue Cotterell (Internal Audit)	35.00
Parkes & Co. (Payroll and end of year)	294.00

Received :	HMRC (VAT refund)	529.12
	SSDC (Precept)	14,300.00

Re-enrolment of pension scheme to be carried out.

CORRESPONDENCE

E-mails from March and April forwarded to Cllrs:
Amey Staffs. Enquiry 4192020 and 4192023
The Great British Spring Clean - new dates SSC
Best Kept Village Competion - Postponed
SSC Spring Parish Summit - Postponed
Government Flood Recovery Scheme
Council News - SSC newsletter
Campaign for Local Electricity Bill
Debris in the brook. Cllr. Maher has cleared an area of debris.
Covid 19 information from various Authorities
Mrs. Firkins, Highways. Inspection of Post Office bridge to be carried out.
Footpath 29 has no sign indicating the route. This passed to Vice Chairman.
E-mails received from Trysull residents regarding the Plough/Footpath 11. Councillor Kelly has corresponded with residents re. Footpath 11 being used by lorries from the Plough development site. This matter has been referred to the Planning Enforcement Officer.
E-mail from C.Cllr. Mrs. Wilson re. Divisional Highways Programme Fund 2020/21.
Planning application 19/00036/OUT 49 Retirement homes, Seisdon Landfill Site has been refused. Cllr. Hingley-Smith was thanked for his work in objecting to this application.

NEW HIGHWAY MATTERS

None.

ANY NEW BUSINESS

None.

PUBLIC PARTICIPATION

None

DISTRICT/COUNTY COUNCILLOR'S REPORT

None

MATTERS ARISING

Play Area
The Chairman is forwarding photographs of areas in question to Sutcliffe Play.
Mr. Aston to provide a new bin for the play area. The Chairman felt the benches could be renovated.
Pavilion - Cllr. Kelly attended a meeting of the PFA and reported the Chairman, Mr. James, has resigned and Mr. Arthur Patrick has been elected Chairman.
Grounds Maintenance
Specification used previously forwarded to Cllr. Maher.

1350 Footpaths
Footpath 29 - no sign. Passed to Cllr. Kelly.
Footpath 11 - Used by lorries from the Plough site.

1477 Village Hall
Nothing further to report.

1795 Police
Nothing further to report.

2205 Seisdon quarry
Application for import of topsoil received. Liaison meeting to be arranged in the Spring.

2242 Wolverhampton Business Airport
Meeting cancelled until end of month.

2634 Landfill Site
Closed due to inclement weather.

2642 Fly tipping
Please ring 01902 696200 to report incidents of fly tipping.

2677 Weight Restriction Request
Signs in Staffordshire have been installed. Wolverhampton and Shropshire still have to install their signs.

2724 SID signs/Community Speed Watch
3 mounting kits ordered. Waiting for reply from Mark Keeling regarding positions. Signs needed for Community Speed Watch. Chairman to investigate.

2742 Volunteer work in the Parish
Volunteer work is being carried out to help residents isolated during Covid 19.

2753 Village Entrance sign, Ovens End
Cllr. Roobottom has received a quotation from Signs Now UK for three village entrance signs at a total cost of £2,191.46. Installation would be arranged by the Parish Council. Two further quotes to be provided. Councillors to investigate number of signs needed and locations.

2776 Parish Magazine
Cllr. Hingley-Smith will prepare an article for the magazine.

2784 Web Site
Up and running. Cllr. Stones to assist. Old website has been closed.

2786 Seisdon Road - erection of buildings

Field 1 19/00665/UNDEV
Several wooden buildings have been erected in a field on Seisdon Road, Seisdon. Tenants agreed to cease the use of the land for equestrian use. Outbuildings to be removed and returned to agricultural use.
Field 2
Caravan and trailer unit and shed on the land without planning permission. Owner has been requested to remove these.
Field 3 (nearest Trysull)19/526/UNDEV
Stables are mobile. To be moved every 6 months.

2789 Fox Road - Hedge and Footpath
Tree Officer is visiting the site. Chairman will get in touch with Diane Firkin.
Fox Road- Street Lighting
Reply received from Mr. Hook stating he deals with all road lighting improvement requests and any new lighting works would be managed by the Road Lighting section utilising the Authorities PFI contractor Eon.

2793 Council tax, narrowboats

Clerk to reply requesting confirmation that Council tax is being charged to the narrowboats identified in a previous e-mail.

2794 Golden Stables - Kennels
E-mail being forwarded to Planning.

2795 Drains cleaning, Trysull Holloway
Cllr. Mrs. Wilson will speak to Highways.

2796 The Smithy - Turner cars Red Wheel plaque
The residents have not yet replied to the e-mail. Cllr. Roobottom offered to visit residents and the file was passed to her. Clerk has replied to Mr. Shaw.

2797 Revised Code of Conduct
Notice has been put on the web site.

2798 Fans, Chicken Farm
E-mail received from the Pollution Control Officer stating that the noise has been investigated and currently there is no evidence of noise from fans. Councillors disagreed and stated the noise can be heard. D.Cllr. Mrs. Wilson was asked to discuss this with the Officer and arrange for a site visit with a Councillors.

2799 Woodford Nursing Home
E-mail received from Mr. Willetts. The Clerk has replied stating this matter has not yet been progressed due to the present Covid 19 situation. It was reported that Helen Marshall, SSC, is dealing with this matter.

2800 Book Tokens for schoolchildren
The Clerk to pass these to the Head Teacher.

2801 Grant Funding
Cllr. Stones offered to look into grant funding.

2802 Trees donated by W.I
E-mail received from Mark Keeling supporting the planting of a tree and a site meeting to be arranged to decide on planting site.
E-mail received from Andrew Aston, Street Scene, giving permission to plant a tree on the Village Green. Details to be forwarded and Andrew will deal with this.

2803 Grit box by Fox Close/Fox Road
E-mail received from Diane Firkin stating she will take a look and raise any necessary job for replacement.

2805 Pollution in drain, Ebstree Road/Post Office Road
Environmental Agency requested Seven Trent to inspect. Reference 1792096.

2806 Road sweeper
Andrew Aston, Street Scene, has passed our request to the sweeper driver to add to his adhoc.

Highways
It was agreed all highway enquiries will be on the minutes for one month and then deleted.
Highway problems can be reported electronically direct to Highways by Councillors and members of the public. Phone 0300 1118000 or web site www.staffordshire.gov.uk 'Report a Fault'.

Crime and Disorder Implications

Section 17 of the Crime and Disorder Act 1998 places a duty on a local authority to consider crime and disorder implications and to exercise its various functions with due regard to the likely effect of the exercise of those functions and to all that it reasonably can to prevent crime and disorder in its area. Where relevant any decisions made at the Parish Council meeting have taken this duty of care into consideration.

DATE OF NEXT MEETING

Remote meeting to be arranged for Wednesday 17 th June 2020, 7.00 p.m.

Meeting ended 9:20 p.m.

SIGNED.....DATED.....17/6/2020