**SALT & ENSON PARISH COUNCIL**

**Minutes of Meeting Held Wednesday 1st March 2023**

**at Salt Village Hall, Salt at 7.30 pm**

The meeting began at 7.30 p.m.

**Public Open Forum** – Four members of the public attended. No issues were raised.

1. **Attendees and Apologies**

Attendees: Chair - Barbara Clancy,

Councillors J Starr, I Wimshurst, C Beardmore, R Walls, JD Scott

Clerk DW Croxford

The meeting was quorate

Apologies – Councillor N Tonks and Stafford Borough Councillor Frances Beatty

1. **Declarations of Disclosable Pecuniary Interests relating to items on the agenda**

There were none.

1. **Minutes of the meeting held on 4th January 2023**

This was agreed as a true and correct record by all present.

**4. Matters arising from those minutes**

None

**5. Planning**

No applications were received at the date of posting the meeting Agenda.

**6. Reports**

* Report received from County Councillor – no report received
* Report from Borough Councillor Frances Beatty – no report received
* Report from Village Hall Management Committee – See Item 7 Financial Statement and Clerk Report re Defibrillator

**7. To receive Financial Statement and Clerks report**

* + 1. To approve financial payments, receipts and transfers.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Salt and Enson Parish Council |  |  |  |  |  |
| FINANCE – March 2023 |  |  |  |  |  |
|  |  |  |  |  |  |
| **Accounts for approval** |  |  |  |  |  |
|  |  |  |  |  |  |
| **Paid prior to the meeting** |  |  |  |  |  |
| **Paid To** | **Details** | **Amt** | **VAT** | **Total to pay** | |
|  |  |  |  | 0.00 |  |
|  |  |  |  | 0.00 |  |
|  |  |  |  | 0.00 |  |
|  |  |  |  |  |  |
| **TOTAL**  24/2023 |  |  |  | 0.00 |  |
| **To be Paid** | |  |  |  |  |
| Salt Village Hall Mgmnt Ctee | Hire of VH Nov 22, Jan and March 23. 9 hrs @ £10 ph | 90.00 |  | 90.00 |  |
| SPCA | Clerks Training "On your marks Clerks" *31% share of £30 + Vat £6 = £36* | 9.30 | 1.86 | 11.16 |  |
|  |  |  |  | 0.00 |  |
|  |  |  |  | 0.00 |  |
|  |  |  |  |  |  |
|  |  |  |  | 101.16 |  |
|  |  |  |  |  |  |
|  | **TOTAL** |  |  | 101.16 |  |
|  |  |  |  |  |  |
| **Accounts for approval** |  |  |  |  |  |
| **Orders to approve** |  |  |  |  |  |
| **Paid To** | **Details** | **Amt** | **VAT** | **Total to pay** | |
|  |  |  |  | 0.00 |  |
|  |  |  |  | 0.00 |  |
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|  |  |  |  |  |  |
|  |  |  |  | 0.00 |  |
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These were approved by all present.

* + 1. To receive and approve the financial statement and bank reconciliation.

The clerk had circulated the financial statement and bank reconciliation reports and both were approved by all present

* + 1. It was unanimously **RESOLVED to make the following immediate Donations:**

**£500 to Salt and Hopton PCC for upkeep of Burial Ground**

**£400** **to** **Salt Friendship Club**

* + 1. It was unanimously **RESOLVED to transfer the following into Reserves:**

**£500 for a Commemorative decoration on the new noticeboard and/or purchase of a vertical, ornate name-sign to commemorate the Coronation- *to be added to the existing Village Noticeboard Reserve***

**£250 for a Coronation Commemorative Tree**

* + 1. Salt Village Hall Management Committee have requested the Parish Council purchase **a new** **Defibrillator** for installation on the wall of the Village Hall. Purchase of the new equipment, with new battery, cabinet and installation would be approx £1,520 ex VAT.

The existing defibrillator is so old replacement batteries can no longer be obtained and the present cabinet is no longer watertight. Upon expiry of the present battery, the machine will not function. No other defibrillators are currently available in Salt village.

After discussion was unanimously **RESOLVED** to purchase the defibrillator and cabinet at £1520 + VAT £305 = £1825 in the name of the Parish Council provided that the Village Hall Management Committee then accept the machine as a Village Hall asset, undertaking insurance and all maintenance of it in the future.

The purchase would take place post 31st March 2023 so as to reclaim the VAT in the 2023-2024 accounting year.

25/2023

*Clerk to write to VHMC to seek their agreement to the above arrangement.* ***Pending that agreement a sum of £1520 is to be earmarked as Defibrillator Reserve by transfer of funds from current to reserve account.***

Earmarked Reserves would thus stand at

General Funds Reserve £8,100

Cost of Elections Fund £5,000

Computer/ Printer Reserve £500

Village Notice Board £2,000

Kings Coronation Celebration £500

Kings Coronation Tree £250

Defibrillator £1520

Total Earmarked Reserves £17,870

***Clerk to switch £2.270 from current account to increase reserve account to £17,870 and designate as above.***

**8. To discuss Highways issues and note any requiring reporting**

**Commemorative Community Artwork Plaque / Community Bench and associated planting**. -

* the bench and planters still need securing to the ground.

**Casey Bridge repairs** – it was noted that the works have effectively narrowed the carriageway over the bridge by approx 18 inches. Additional warning signage may be required.

**9. The building of permanent structures in the woods along Brick Kiln Lane and Rainbow Cottage, Salt.**

Following Councillor Beatty’s response to the Clerk’s correspondence, and the SBC Enforcement Team then making contact with a view to investigating matters, the Clerk advised that a detailed e mail had been sent to the Enforcement Team on 17th January 2023.

This was acknowledged by the Enforcement Team on 10th February with the promise of an investigatory visit in the short term. *Clerk will keep a diary note to check on progress and report back.*

**10. To review correspondence received and consider items of business for the next meeting.**

Re Civic Amenity Skip Visits 2023- Clerk advised three visits in 2023 have been confirmed with SBC as **25th** **March** and 8th July at Salt Village Hall, and 28th October at The Holly Bush Inn car park.

All other items of note had been circulated prior to the meeting.

**11. To inform attendees of dates of future meetings**

Dates of future meetings during 2023 as follows: Wednesdays at 7.30pm.

Dates**:**  **10th May** – Annual Meeting of the Council 7 p.m. followed by Annual Parish (Public) Meeting 8 p.m.

5th July, 6th September, 1st November.

**12. Meeting closed at 20.15 hrs**

Signed .......................................... .........................................

Chair.............................................. Clerk DWCroxford

Date...................................

26/2023