

SALT & ENSON PARISH COUNCIL

Meeting Held on Wednesday 15th May 2019 at 7.00pm at Salt Village Hall

Draft Minutes

Public open forum

1 members of the public attended and had nothing additional to raise:

1. To elect a Chairman and Vice Chairman and accept their signed declaration of office forms

Cllr J Taft was proposed as Chairman by Cllr R Walls, seconded Cllr I Wimshurst – all in favour

Cllr B Clancy was proposed as Vice Chairman by Cllr R Walls, seconded Cllr C Beardsmore – all in favour

2. Attendees and Apologies

Attendees: Chairman: Cllr J Taft

Cllr D Clancy

Cllr R Walls

Cllr C Beardsmore

Cllr J Starr

Clerk Mrs L Horritt

Cllr B Clancy

Cllr I Wimshurst

Borough Councillor F Beatty

1 members of the public was present

The meeting was quorate

Apologies: Borough Councillor A Harp

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

None required.

4. Election of other officers:

Representative to SPCA – Cllr B Clancy has 2 years remaining in this role

Representative to Village Hall Management Committee – Cllr B Clancy

5. Minutes of the meeting held on 6th March 2019

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

6. Matters arising from those minutes (for information only)

The phone box has now been painted and books have been added to the library. Cllr Wimshurst was thanked for his hard work painting the outside of the phone box.

Clerk to add information to the website, Cllr Taft has produced a notice for the noticeboards. Clerk to also contact local newspapers.

7. To approve standing orders, financial regulations and risk assessment as circulated.

This was deferred as one councillor had been unable to open the documents. The Clerk reminded members that they need to inform her prior to the meeting of issues of this nature so that files can be resent to avoid deferring items for a further 2 months.

8. To receive Financial Statement and Clerks report

- i. To approve financial payments, receipts and transfers

Paid To	Details	Amt	VAT	Total to pay
J Taft	Bench Cleaning and plant	65.00		65.00
Zurich Insurance	Insurance to June 2020	365.11		365.11
Stafford Borough Council	Amenity Visits	163.33	32.67	196.00
Christine Heelis	Internal Audit 2018/19	37.50		37.50
L Horritt	Office Expenses	37.86		37.86

TOTAL

701.47

These were approved by all present

- ii. **To receive and note the internal audit report**
This had been circulated prior to the meeting and was accepted by all present
 - iii. **To agree the Annual Governance Statement**
This had been circulated prior to the meeting and was accepted by all present
 - iv. **To agree the Annual Accounting Statements for 2018/19**
This had been circulated prior to the meeting and was accepted by all present
 - v. **To confirm eligibility of exemption from limited assurance review by Mazars and certify as exempt**
This had been circulated prior to the meeting and was accepted by all present
 - vi. **To consider adopting the general power of competence under the Localism Act 2011**
Information relating to this had been circulated to members who resolved to adopt the general power of competence.
 - vii. **To confirm cheque signatories following the election of Councillors**
Cheque signatories were confirmed as Cllr J Taft, Cllr B Clancy and Cllr R Walls
 - viii. **To confirm the Clerks rate of pay following NJC pay agreement applicable from 1st April 2019**
This was approved by all present
 - ix. **To approve Councillor Training costs**
Costs for Cllr Beardmore and Cllr Starr to attend the SPCA Councillor course were approved.
9. **To discuss village map lectern progress, and further actions required**
The Clerk had circulated to members information about the need to use a contractor with a NRSWA certificate as this is required for the permit to dig application to the County Council. Members voiced their frustration with this as the contractor cost is significantly higher than both the volunteer offer to carry out the work for free and the next nearest quote.
The Clerk was asked to find out if the quote was ex Vat or inc VAT.
Until the permit to dig can be completed the project cannot move forward. Members will need to agree a contractor in July in order for the clerk to move forward.

10. To discuss Highways issues and note any requiring reporting

Cllr B Clancy raised an issue in Enson Lane where water has been running down the bank. A grid was blocked and this was reported to Staffordshire County Council. A week later they tarmacked over the grid. Cllr Clancy will report this to John Francis and SCC to progress.

11. To discuss planning applications received

None received

The Council had received a query from an architect about infill housing in the Parish asking how the Council feel about this and whether they would support it.
the Council felt there was insufficient detail to comment but asked the Clerk to respond noting that there are several trees with tree protection orders in the Parish and they would expect any development to be sympathetic to them.

12. To review correspondence received

Clerk to distribute.

13. To inform attendees of dates of future meetings

Next meeting Wednesday July 3rd, September 4th and November 6th at 7.30pm

14. Meeting Close

The meeting closed at 8.00pm

Signed:
Chairman
Date:

Clerk: