

- ii. To receive and approve the financial statement and bank reconciliation
The financial statement is included as part of the budget information.
- iii. To approve payment of SLCC Subs for the Parish clerk
This was approved at £81 for the year.
- iv. To approve purchase of Local Council Administration book for Clerk (previous clerk used one of the other parishes copies)
This was approved at a cost of £103.99 plus P&P.
- v. To discuss and agree 2020-21 budget and approve the precept
Following distribution of the budget and a discussion, it was agreed to set the precept at £7665 which is a zero increase in precept. It will result in a 2.8% increase to the Band D rate as advised by Stafford Borough Council which is calculated using various figures including number of properties/single allowances etc.
- vi. To agree amenity visits for 2020-21
It was agreed to have 2 visits, requested for 2nd May and 7th or 14th November. Clerk to action.

6. To discuss website accessibility regulations and action plan

The outgoing Clerk suggested that this would be for the new clerk to manage before the regulations come into place in September 2020. As the Parish Council have a new website a lot of the potential issues have been avoided but items such as labels on pictures and the format of the minutes are likely to need some small adjustment and checking to comply.

7. To receive speed sign and village map updates

The speed sign is now in place. Data can be downloaded to a computer using the information in the manual which will be passed to the new Parish Clerk. The solar panel needs a small adjustment to ensure it is facing south and ensure prevention of long term issues.

The Parish Clerk noted that the Council may wish to put in place a reserve to cover any costs of consumables such as batteries – Elan City indicate they would be likely to last approx 5 years. Creating a small reserve each year would reduce the potential financial issues when these expire.

The village map lectern is now in place. The map has been finalised and it was confirmed that the new Parish Clerk could contact either Mr Print it or Aardvark Signs in order to get the inside map printed and installed.

- **To discuss Highways issues and note any requiring reporting**

The issue of water flow at the junction of Salt Lane/Salt Banks was raised. This has previously been raised at several parish council meetings and the majority of grids remain full.

- Sandon Bank – one of the signposts has been changed (assumed by Staffs County Council) to demote a bridleway. In November a horse almost hit a van and it was raised that this is dangerous and shouldn't be designated as a bridleway. New Clerk to raise with Paul Rochford (Rights of Way, SCC)
- It was agreed that the new clerk would organise a site visit with the new Highways Liaison Officer, Paula Lees and Parish Councillors would attend.
- An ongoing issue was raised relating to the river bridge along The Casey and that blocks placed by SCC following the bridge strike now mean that the fence cannot be reinstated by the farmer. New Clerk to raise with Paula Lees.
- The outgoing Clerk gave some advice about flooding and creating a Parish Council database of flooding as it occurs. It has been noted that evidence such as this can be used to supersede outdated flood reports provided for planning purposes.
- Parking – Hunters Court – this was agreed to be discussed in March 2020

8. To discuss planning applications received

None received

9. To review correspondence received

Clerk to distribute.

10. To inform attendees of dates of future meetings

Next meeting Wednesday March 4th, May 6th, Jul 8th, Sept 2nd, Nov 4th at 7.30pm

11. Meeting Close

The meeting closed at 9.02pm

Signed:
Chairman
Date:

Clerk: