

**MINUTES OF A MEETING OF KINVER PARISH COUNCIL HELD ON WEDNESDAY 7TH
SEPTEMBER 2016 AT THE COUNCIL OFFICES AT 95 HIGH STREET, KINVER**

PRESENT: Councillor H Williams (Chairman), Mrs L Hingley (Vice-Chairman),
Councillors: Mrs C Allen, IG Sadler*, DH Hadlington, D Light, Miss V Webb*, Mrs D
Geoghegan, P Wooddisse, J K Hall, G Mander, J Irving-Bell and BR Edwards

- Arrived before item 144

OPENING PRAYERS - Andrew Stilton led the Council in prayer.

140. APOLOGIES FOR ABSENCE

Councillors J Cutler and N Other due to holiday and illness.

141. DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS

There were no declarations made.

142. MINUTES OF THE PREVIOUS MEETINGS

The Minutes of the meeting held on 6th July 2016, having been circulated in advance of the current meeting, were approved and signed as a true record of the proceedings at that meeting.

143. PRESENTATION FOR THE BEST KEPT VILLAGE COMPETITION

The following presentations were made for the Best Kept Village competition for the High Street:-

Results for the Private dwellings on the High Street

1st - 90 High Street – Sponsored by Community

Action award presented by Mrs M Rogers

2nd – Riverbank House

3rd – 56 High Street

Results from the frontages competition for the High Street pubs, restaurants and businesses:-

1st – Basils

2nd – Tea Rooms

3rd – The Cross

144. POLICE COMMISIONER MATHER ELLIS

Mathew Ellis addressed the Council and updated them on his progress as Commissioner over the past 4 ½ years.

His prime issue when first elected had been to update Police systems, and for officers to have the right technology to do their jobs. Not to have to spend hours of time going back and forth to Police Stations and typing up reports.

This has been achieved and all officers are equipped with a tablet which can be used anywhere, for taking statements, emailing etc.

This has had a great impact on enabling officers to spend more time out and about doing policing not paperwork.

Crime types have changed dramatically with the internet, its far less bank robberies and those types of crimes, the main crimes are now internet based such as sex exploitation of children, online fraud etc. This is where policing is having to come more up to date to deal with these types of issues.

When, he took over as Commisioner the Policing budget was heading for a major deficit, he has managed to balance the budgets with only a 1% loss of police officers, in other parts of the Country that has been as much as 17%.

He is working towards "joining up" services and forces to make it easier with cross border issues, and he has launched a new service called the smart app. He is hoping other local Police Forces will take this on board. This is where the public subscribe to alerts from the Police and if an incident happens, an alert is sent to mobile phones within a 500m radius of the incident. This allows the police to ask for members of the public to be vigilant and pass on any relevant information to them.

Members asked what is happening with the old Police Station in Kinver, in response Mr Ellis said they are looking at all the empty properties and formulating a strategy of what to do with them. The priority at the moment is to deal with the large empty HQ at Stafford.

Members thanked Mr Ellis for his time.

145. PUBLIC PARTICIPATION

Standing orders were raised to enable members of the public to speak.

Mrs M Rogers informed members that she is one of the Connectors of the SSCVA, they are holding an event on the 3rd October 2016 at Wombourne Civic Centre. All members are welcome to attend and local organisations. If any groups want to have a stall exhibiting details on their groups then to contact her as soon as possible.

The Connect bus service information has now been updated and she wanted to ensure members were aware of the details. The Clerk had circulated the details to Councillors prior to the meeting.

With regard to Stourton Village Hall, Mrs Rogers gave a praisie of their systems, and a potted history of what has happened over the past few years and she confirmed that none of the residents involved in the recent meeting have been in touch or tried to book the village hall. Mrs Gloria Barnsley stated that she has been a trustee for 17 years, and the village hall is a success, and she reminded the Council of their previous words that this the village hall is not under the jurisdiction of the Parish Council.

Standing orders were re-instated.

146. MATTERS ARISING FROM PREVIOUS MINUTES

146.1 Sign sponsored by the Civic Society

Mrs M Rogers has emailed to ask members if a brown sign with white writing is acceptable to Council, the mock up has been produced for members to see. Members agreed that the sign can be installed on either the top or the legs of the noticeboard by the Vine subject to the sign being laid out as follows:-

<- Kinver Village and Shops
Sponsored by Kinver Civic Society

With a brown background and white writing.

147. STOURTON VILLAGE HALL UPDATE

The notes taken from the meeting have been distributed to all members. Cllr Mrs C Allen thanked Cllrs JK Hall and P Wooddisse for organising and chairing the meeting as she was unable to do so due to a prior holiday commitment.

There is a minor change that in the notes it refers to cars being left on the car park following a funeral, in the notes it states prior to the barrier being erected. However, the barrier was in place.

Cllr JK Hall updated members with a summary of the meeting. Nothing further has been heard from the residents that raised this issue, apart from asking for a copy of the notes taken by the Clerk at the meeting.

This was noted.

148. KINVER LIBRARY UPDATE

Councillor P Wooddisse updated members relating to the library that the bid to run the library has been accepted by the County Council, they are working towards a takeover date of the 1st January 2017. This will enable the relevant training of the volunteers to take place.

149. UPDATE ON SMALL BUSINESS SATURDAY 3RD DECEMBER 2016

The next meeting of the group is to be held on 29th September at 5.30, in the White Harte.

150. OUTSTANDING MATTERS FROM THE DISTRICT / COUNTY AND COUNTY / DISTRICT COUNCILLORS TO ADDRESS THE COUNCIL ON ANY MATTERS RELEVANT TO THE PARISH

Cllr BR Edwards reported that:-

- The County Council are looking at the 1st April for a complete handover of the library services, to Kinver Community Library.
- The next Parish Summit is to be held on the 25th November.

- Most of August at the District has been taken up with undertaking a Service Challenge which involves looking at the budget for the District Council line by line, to undertake a full review of spending.
- On the 7th November a National Business event is taking place, the District Council will be hosting one of the days events.
- He has passed forward to the Clerk information for the next L & A Meeting on Youth Services.

151. REPORT OF THE CHAIRMAN

Councillor H Williams reported that he had (for the British Legion) been in the parade at Sundays Country Fayre and the day appeared to have been very successful.

152. CLERK'S REPORT

The Clerk reported on the following matters –

153.1 Vegetable trough in the High Street

A member of the public has asked if she can sponsor a vegetable trough(s) located either on Danesford Gardens or perhaps by the Burgesses. She will provide them and look after them. The idea is for people to help themselves to the produce. The trough size is 1.5 x 0.5m. Members have no objection to a planter being placed at the Burgesses (as they felt that location may be more secure). However, they would not support it being located on Danesford Gardens. If the project progresses, the sponsor must seek relevant permission from the Housing Association to locate the trough on their land. The sponsor will be fully responsible for the trough.

153.2 A student from Kinver High School has written to the Council to ask if they will consider installing a basketball court in the village. Members suggested that the student contact the KSCA to ask them to look at this request.

153.3 Audit for 2015-16

The Audit has been received back from Grant Thornton, any recommendations to be discussed at the October Finance meeting. The completed signed form is attached as appendix 1 to these minutes.

This was noted.

153.4 South Staffs Work Club are requesting a donation from the Parish Council for helping to run the service.

Members discussed this application, as there is no club in Kinver, then they cannot support this financially. Therefore it was **Resolved** not to give a donation to this organisation.

153.5 Tripartite Meeting

This year sees the start of the Centenary celebrations for Kinver Edge, therefore the Nation Trust will be holding a launch night at the Church Hall on the 6th October.

Members are invited and need to confirm their attendance. As there is a Planning meeting on that night also, Members agreed to move the planning meeting to the 5th October at 6.00pm before the full Council meeting. Any members wishing to attend should pass their names to the Clerk.

153.6 Police Locality 5 Forums

The next meeting will be held on the 2nd November 5 – 6.30pm at Wombourne Police Station. This was noted.

153.7 Annual Civic Commendation awards evening

The above evening is taking place on Monday 17th October at 7.30pm. The Chairman and all members are invited to attend. This was noted.

153.8 Fire and Damage at the Play Area

Over the 6 weeks holiday, there have been 3 incidents a small fire by the swings, smashed concrete bench and then the climbing net and surface have been severely burnt. Insurance claims have been submitted for all 3.

With regard to the last incident, there have been 2 youths identified as starting the fire, and an update from PC dealing with the application is below:-

“The First young boy has been interviewed under Caution 1700 hours on 26/08/2016, his mum was present as his appropriate Adult.

He and his friend both took part in setting fire to the items, as per the photograph I sent you, however did not realise how fast the fire spread both ran off.

This particular boy was sorry for his actions, he had no intension to cause the amount of damage we now have, both he and Mum were shocked by the cost to replace, the boy has since and still grounded.

I shall be interviewing the other boy this time next week as he lives around 200 miles away.

I shall be putting the case to The Youth Offending team for their consideration, only then will I be in a position to deal with the boys. I shall need to obtain a witness statement of complaint from you next week now.”

The total cost of damage is £11,500 for the last fire incident. Members felt strongly that a prosecution should be made as to date this year alone there has been (including this claim) £13,000 worth of damage and an example should be made.

153.9 Speeding on White Hill

A resident has been contacting the County and Parish Council for a period of time to address the problem of speeding on the above road. Cllr Edwards and PC Wayne Green have managed to get the speed camera van out to that location. This was noted.

153.10 NHT Teams

The NHT Teams from County have been cut from 2 weeks twice a year to now 2 days over the past few years, a letter explaining why this has happened has been received. This was noted.

153.11 Photo for Park Ridge

A framed print of the different views of the High Street has been sent with the residents travelling over to Park Ridge this month. This was noted.

153.12 Kinver Country Fayre

Kinver Country Fayre will not be running the Friday night late opening due to the increased costs of having to delay the Country Fayre in June. It is believed through the Rotary Club are looking at running the event on the 25th November, without a road closure as it will be on a smaller scale.

153.13 Tesco Carrier bag scheme

Information on how to put a bid in for funding for projects to improve the Community, Schools, hospitals, local groups and Parish Councils can apply. This was noted.

153.14 Dog Fouling Packs for Parishes

The District Council are providing 5 doggy bags to go alongside their campaign to decrease dog fouling waste not being picked up, more packs are available to buy by the Parish Council if so required. This was noted.

153.15 Publications to note

Churchill and Blakedown Parish Council agendas
Connecting Communities SSDC
Thank you letter from the Local National Trust team for the grant given to them

154. COMMITTEE REPORTS154.1 Planning & Development Committee Meeting of the 13th July, 3rd and 24th August 2016

The minutes of the above meetings, having been circulated, were **Received**, and there were no recommendations to Council.

154.2 Burial Ground Committee Meeting of the 14th July 2016

The minutes of the above meetings, having been circulated, were **Received**, and there no recommendations to the Parish Council.

154.3 Finance and General Purposes Committee Meeting of the 20th July 2016

The minutes of the above meetings, having been circulated, were **Received**, and there was one recommendation to the Council:-

- the accounts as set as Appendix 2 to these minutes be accepted.
- a grant is given to the CAB for £250 and funded from budget line 54/48.
- the subscription for CPRE of £36 is paid and it is to be funded from budget line 54/3.
- a grant is given to the Kinver Community Library for £500 and funded from budget line 104.
- The Finance Committee recommendation from June is unchanged and the grant application for the KSCA will be an agenda item for the September meeting (this application has been withdrawn by the KSCA).

The above recommendations were agreed.

154.4 Leisure and Amenities Committee Meeting of the 31st August 2016

This meeting was cancelled.

155. ACCOUNTS FOR PAYMENT

The accounts as set out as appendix 2 to these minutes were accepted.

156. REPORTS FROM MEMBERS ON OUTSIDE BODIES

None were reported.

157. ITEMS FOR FUTURE MEETINGS

If there are any additional items for the next agenda these need to be with the Clerk by Tuesday 27th September 2016.

Committee Chairmanships and members December 2016

Update on questions asked of Mr Ellis

158. DATES OF THE NEXT MEETINGS

Planning and Development Committee	14 th September and 5 th October 2016*
Leisure and Amenities Committee	21 st September 2016
Burial Ground Committee	28 th September 2016
School Meeting	4 th October 2016 (4pm)
Parish Council	5 th October 2016
Tripartite Meeting	6 th October 2016**
Finance and General Purposes Committee	12 th October 2016

All meetings to start at 7.00 p.m. * 6.00pm ** 7.30pm start.

159. EXCLUSION OF THE PRESS AND THE PUBLIC AS THE BUSINESS TO BE TRANSACTED CONCERNED PERSONNEL

The press and the public were excluded from the meeting as the matter to be discussed involved the Parish Council personnel.

160. FILMING BY A MEMBER OF THE PUBLIC

A resident has been enquiring about what weed spraying is conducted in the Parish. The Clerk has passed details to them of what we as a Parish have organised / undertaken. The areas for the BKV are sprayed by our contractor and the only spraying the Parish Council has undertaken is on the footpath by church hill on the balsam plants. The Clerk has given them all relevant details. However, the resident filmed the staff without asking permission.

Members **Resolved** that the Clerk should contact the Council's solicitor to seek their advice on recording staff members, and progress any action on their advice, as the Parish Council have a duty of care to all their employees.

Section 3 – External auditor certificate and report 2015/16 Certificate

We certify that we have completed our review of the annual return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2016 in respect of:

Enter name of
smaller authority here:

KINVER PARISH COUNCIL

Respective responsibilities of the body and the auditor

This smaller authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The smaller authority prepares an annual return in accordance with proper practices which;

- summarises the accounting records for the year ended 31 March 2016; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

Our responsibility is to review the annual return in accordance with guidance issued by the National Audit Office (NAO) on behalf of the Comptroller and Auditor General (see note below). Our work does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and does not provide the same level of assurance that such an audit would do.

External auditor report

(Except for the matters reported below)* on the basis of our review of the annual return, in our opinion the information in the annual return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met. (*delete as appropriate).

(continue on a separate sheet if required)

Other matters not affecting our opinion which we draw to the attention of the smaller authority:

(continue on a separate sheet if required)

External auditor signature Grant Thornton UK LLP

External auditor name **Grant Thornton UK LLP** Date 24 August 2016

Note: The NAO issued guidance applicable to external auditors' work on 2015/16 accounts in Auditor Guidance Note AGN/02. The AGN is available from the NAO website (www.nao.org.uk)

Appendix 2 to the minutes of the Parish Council meeting held on the 7th September

Accounts for payment 7th September 2016

Chq No Ratification

dd	Nationwide Oak	Second payment for garage	5824.80
100783	SSDC	New computers	864.00
		Total	6688.80

Chq No Accounts for payment

100784	Chubb	Fire Extinguisher checks	36.00
100785	CHD	Supplies	51.81
100786	ESPO	Supplies	273.62
100787	High Down Nursery	Plants for Comber Ridge and toilets	99.85
100788	JRK	Stationary	177.37
100789	Kinver Edge Farm Shop	Opening of toilets	80.00
100790	OCL	Supplies	8.73
100791	P & S Contracts	Grass Cutting	1390.12
100792	Stafford Borough Council	Advice on Bee removal	30.00
100793	SCC	Van Lease	349.38
100794	SCC	Pensions	1525.87
100795	Swops	Fuel account June	84.84
100796	Tygar Surfacing	Repair to play area	tbc
100797	Petty Cash		68.96
			3715.27

List of Monthly Direct Debits

DD	SSDC	Comber Ridge Rates	35.00
DD	SSDC	Office rates	300.00
DD	Utility Warehouse	95 High Street Gas and electricity	96.08
DD	Utility Warehouse	Kinver Edge Toilets	11.18
DD	Utility Warehouse	High Street Toilets	16.79
DD	Utility Warehouse	Mobile phone	33.62
DD	Salaries	September	4540.47
DD	Inland Revenue	August	1120.51

Total 6153.65

Total Expenditure 16557.72

Receipts

Burial Fees	2080.00
Toilet Income	220.00

Total Income 2300.00