

MINUTES OF A MEETING OF KINVER PARISH COUNCIL HELD ON WEDNESDAY 4th NOVEMBER 2020 VIA ZOOM

PRESENT: Councillors JK Hall (Chairman), G Sisley, P Wooddisse, D Light, BR Edwards, S Anderson, Mrs S Harris,

122/20. To receive and note apologies for absence

Councillors Miss V Webb (Vice-Chairman), IG Sadler, Mrs C Allen, Mrs E Lord sent their apologies as they were unable to attend due to a prior commitment.

Councillors H Williams, E Simons, T Talbot-Webb and M Smith were not in attendance.

123/20. To record members Declarations of Councillors' Interest.

Councillor B R Edwards declared a non-pecuniary interest in relation to item 132/20 and took no part in the discussion on this item.

124/20. To receive for confirmation and adoption, the Minutes of the Parish Council meeting held in 7th October 2020 (copy attached).

The Minutes of the above meetings, having been circulated in advance of the current meeting, were approved and signed as a true record of the proceedings at that meeting.

125/20. Public Participation – 15 minutes for members of the Parish to raise matters with members of the Council

There were no members of the public present via zoom who wished to speak.

126/20. To discuss the possibility of the Parish Council helping with part funding the Big Tree - Councillor P Wooddisse

Councillor P Wooddisse updated members on the proposal from the Library to plant a living tree on the grounds, this has been turned down by the County Council. Therefore a cut tree is required this year.

The Big Tree Group have a shortfall in funding of £400 for this years Big Tree, they have completed a grant application form for this sum and submitted this to the Council.

Proposal by Councillor P Wooddisse – that the Parish Council from the grants budget head fund the shortfall of £400, to fund the purchase of the tree at £300 and £100 towards transportation cost, due to time restrictions that this matter does not get refereed to Finance (although this is against Council Policy) but agreed at this meeting. The Clerk to release the funds when it has been confirmed that the tree has been sourced and booked for delivery. This was seconded by Councillor D Light and on a vote carried.

It was noted that the Chairman of the Council had donated is yearly allowance of £500 towards the cost of the tree for this year.

127/20. To discuss the Corona virus review and update – Cllr S Anderson

Previous minute: It was agreed that Councillor B Edwards will contact the relevant officer at the District Council in touch with Councillor S Anderson to discuss the current procedures in place, and report back to the next Council.

The KOBRA initiative is not fully running, due to not having someone to organise the volunteers and take calls and organise the volunteers. A local resident is contacting the volunteers from before to ask them to help again.

A donation has been offered of £300 towards the fund, the Group does have some funds still from earlier in the year.

It was agreed to have this topic as an agenda item for the next Leisure and Amenities meeting on the 11th November.

The District Council are setting up extra staff to help each locality with additional support using leisure centre staff.

Councillor Mrs V Wilson informed members that she is trying to set up a scheme of looking after vulnerable members of the community not just the elderly. The idea is to check on a neighbour, call them for a chat, has their bin come in and out this week, does everyone have a hot Christmas dinner, etc. It is to help the vulnerable members of the community cope with the mental / social isolation as the winter will be harder to endure time alone.

Councillor BR Edwards agreed that he would put a piece in his next newsletter about KOBRA and discuss with Mrs Fullwood if she would be willing to answer the phone and pass on requests to the KOBRA group.

Councillor BR Edwards to set up a meeting with the officer responsible at SSDC Kloda Peters, with himself, Councillor Mrs V Wilson and Councillor S Anderson to discuss this topic further.

128/20. To discuss what the Local contingency planning is for the area – Cllr S Anderson

The main area of concern is do the Parish Council understand the Contingency / emergency plans, can we add information or help to them. It was agreed that the Clerk contact Mark Jenkinson and request copies of the plans and circulate them to members.

129/20. To receive an update on charging points in the Parish – Cllr Mrs E Lord

The Clerk reported that the grant has been approved, Councillor Mrs E Lord has organised a site visit for Tuesday 10th November with the supply company to discuss the location of the points. On meeting on site with Councillors Lord, Anderson and Sisley it appeared that the best spaces for the charging points are directly behind the toilet block. This would allow cars to charge using the front or rear of the vehicle.

It was noted when we met that there are problems with the disabled spaces at the front, they are not wide enough for someone with a physical disability to get out of the vehicle.

130/20. To receive an update on the Neighbourhood Plan – Cllr C Allen

The Clerk reported that all of the meeting notes are attached to the Planning minutes for reference. The first phase of the grant has been applied for and there is a meeting with Ed Fox and Kelly Harris next week to discuss what help / documents that the District Council hold that can help our plan.

Also the questionnaire to be circulated to all residents is being worked on.

131/20. To discuss and receive an update on the Park and Stride Scheme – Councillor Mrs S Harris

Councillor Mrs S Harris reported that she had received confirmation from the landlord of the Exchange to use their carpark to walk through for the school children.

She asked for financial support for 5 signs 1 post mounted and 4 to be fixed to walls to advertise the scheme, the estimated cost is £150. It was agreed that this matter be referred to Finance for funding and that the Clerk will also obtain a quote for comparison purposes.

132/20. To discuss the archives held by the family of Mr David Bills – Councillor P Wooddisse

Councillor P Wooddisse reported that he has been discussing with Mrs Bills having some of the documents and photographs from Mr Bills archives. Councillor Mrs V Wilson added that the County offer an archive service if that would be helpful.

It was agreed that Councillor P Wooddisse report back to the Council when he has further information.

133/20. To receive the minutes and any recommendations from the following Committee meetings:-

Planning and Development Committee 28th October 2020

- The planning recommendations under item 5 be accepted.
- The terms of reference were agreed for the N Plan

The above recommendations were accepted.

134/20. County / District Councillors to address the Council on any matters relevant to the Parish

Councillor Mrs V Wilson reported that:-

- The County issued free meal vouchers for half term for children that have free school meals, she is hoping that funding will come from central Government to fund the Christmas period.
- Signage has been agreed to be allowed on the fence of the fire station for a period of 3 months. The Clerk will organise laminating several A3 signs to be put up in this area.
- The A458 work has started and has already much improved the footpath.
- The fund #doingourbit finishes on the 9th November, its for funding vulnerable groups within the Parish.

Councillor BR Edwards reported that:-

- The District are issuing weekly Covid reports
- The increase in Staffordshire can be partly contributed to having a large number of care homes and prisons in the boundary of south Staffordshire.
- New grants for business are being started
- Locality 5 forum is on the 26th November at 5.00pm.

135/20. To receive a report of the Chairman of his activities on behalf of the Council

Due to the current situation there are no additional meetings etc to attend and he is working with the Clerk to ensure we look after the best interests of the people of Kinver. The staff have been organised by the Clerk for the 4 week lockdown period. The 2 office staff are working from home

and the 2 maintenance technicians are continuing to work, prioritising the main issues for this time of year.

136/20. To receive and note the report from the Clerk including Burial Ground Superintendents report.

Moss Grove surgery communication – this was sent to several parish councillors to ask for support in preparing a list of other organisations to help patients, such as joining activity groups etc. The Clerk reported that we already had a list of organisations that Mrs Fullwood updates each year at the time of the Annual Parish meeting and this is available on our website.

The following correspondence was noted:-

Complaint re usage of Foster Street

Correspondence re Old Police Station and Archives

Press release for CA News sheet

Correspondence re Kinver Roads and Highways

Complaint re The HollOway (Councillor Mrs V Wilson has organised a site visit by Officers and action is to be taken to repair the service, complainant has been advised)

Correspondence re Bridge at Brockleys Walk

Correspondence re toilets being open

Remembrance Day info

Invitations to attend –

You are invited to a Locality+ Forum - Locality 5 on Thursday 26 November 2020. The session will commence at 5.00 pm and will take place virtually via Microsoft Teams.

Superintendents Report

1 New ashes interment in the new section

1 x reopening of a cremation plot

Re-guilded headstone installed with ground anchors

This was noted.

137/20. Reports from Members sitting on Outside Bodies for the Parish Council.

Councillor BR Edwards attended the Kinver Exhibition Foundation and the Enville Trusts meeting. It was noted that the contact details are incorrect for the Enville Trusts. The Clerk will update our records.

Councillors S Anderson and BR Edwards attended the KSCA meeting, phase 1 of the Sterrymere regeneration project has started with the ditches being dug out, phase 2 will utilise the section 106 money from the Hyde development to capture the water in the pool. Phase 3 is un-costed yet but this will be for more cosmetic works, jetties and encouraging wildlife.

138/20. To receive the accounts for payment since the last meeting.

The accounts for payment are set out as appendix 1 to these minutes. These were agreed and noted.

139/20. Items for future Meetings

To be with the Clerk by 23rd November 2020
Police reports at Parish meetings – Clerk to request

140/20. Dates of Next Meetings –

| | |
|--|--------------------------------|
| Finance and General Purposes Committee | 18 th November 2020 |
| Leisure and Amenities Committee | 11 th November 2020 |
| Planning and Development Committee | 25 th November 2020 |
| Full Parish Council meeting | 9 th December 2020 |

Appendix 1 to the minutes of the Parish Council meeting held on the 4TH November 2020
Accounts for payment for November Parish Council meeting 2020

| <u>Accounts for payment</u> | Description | Total |
|--------------------------------------|---|-----------------|
| Barclays Bank | Charges October | 6.50 |
| British Telecom | 1/4 bill for phone and broadband | 324.32 |
| Chubb | Fire equipment check and repairs | 68.88 |
| N Plan | Registering domain names | 57.52 |
| Inland Revenue | October payment | 2025.44 |
| J R K | Copier paper | 35.88 |
| KSCA | Car Park rent | 875.00 |
| McVeigh Parker and Co | Grass seed | 58.93 |
| Midshire | Copier rent and printing charges | 445.00 |
| OCL | Quickset post mix | 23.47 |
| Pure Shire Windows | 2 x windows cleaned | 40.00 |
| SLCC | Updated clerks reference books | 167.86 |
| Screwfix | Yellow marking paint | 8.00 |
| Screwfix | White paint | 9.99 |
| SCC | Fuel recharge for hire van | 57.60 |
| SCC | 2 months lease August / September | 687.50 |
| SCC | Pensions October | 2560.69 |
| Swinton Insurance | Annual Insurance charge | 1028.97 |
| SWOPS | Fuel 12/10/20 | 74.01 |
| Viking Direct | Face masks | 68.00 |
| Viking Direct | Replacement chair | 77.58 |
| Viking Direct | Milk / disposable gloves | 15.77 |
| Zoom | Monthly charge | 14.39 |
| | | 8731.30 |
| <u>List of Monthly Direct</u> | | |
| <u>Debits</u> | | |
| SSDC | Toilet rates | 109.00 |
| SSDC | CR Rates | 55.00 |
| Utility Warehouse | Garage electricity Oct | 13.80 |
| Utility Warehouse | 95 High Street Gas and electricity and mobile phone Oct | 86.66 |
| Utility Warehouse | Kinver Edge Toilets Oct | 10.16 |
| Utility Warehouse | High Street Toilets Oct | 53.24 |
| Salaries | October payment | 6471.88 |
| | Total | 6799.74 |
| | Total Expenditure | 15531.04 |
| <u>Receipts</u> | | |
| Burial Fees | | 855.00 |
| | Total Income | 855.00 |