

**MINUTES OF A MEETING OF KINVER PARISH COUNCIL HELD ON WEDNESDAY 6<sup>TH</sup> FEBRUARY 2019 AT THE COUNCIL OFFICES AT 95 HIGH STREET, KINVER**

PRESENT: Councillor H Williams (Chairman), Miss V Webb (Vice-Chairman), P Wooddisse, E Simons, BR Edwards, D Light, N Other, Mrs L Hingley, J Cutler, G Mander, Mrs D Geoghegan, IG Sadler and County Councillor Mrs V Wilson

Andrew Stilton led members in prayer.

21/19. Apologies for Absence.

Councillors JK Hall, Mrs C Allen and D Hadlington sent their apologies for the meeting.

21/19. Declarations of Councillors' Interest.

Councillor Mrs L Hingley declared a non-pecuniary interest in relation to any matters relating to the Greenbelt / Conservation area.

Councillors BR Edwards, H Williams and Mrs L Hingley as being serving District Councillors took no part in the decisions / recommendation relating to the planning applications under item 28/19.

22/19. To receive for confirmation and adoption, the Minutes of the Parish Council meeting held on 9<sup>th</sup> January 2019 (copy attached).

The Minutes of the meeting held on 9<sup>th</sup> January 2019, having been circulated in advance of the current meeting, were approved and signed as a true record of the proceedings at that meeting with the exception that on page 7 the word "contry" should be "contrary".

23/19. Matters arising from Previous Minutes.

None were reported.

24/19. Public Participation – Standing Orders will be suspended for a maximum of 15 minutes to allow members of the public to address the Council.

For note: The public participation is for the public to address the Parish Council on matters that they wish to. The Parish Council cannot comment or resolve action on any points raised at this time. If the item requires information being sent from the Council, the Clerk will do this following the meeting. If it is a matter for further discussion it may be added to a future agenda.

It was noted that all meetings are recorded and any member of the public not wishing to be recorded when they speak should inform the Clerk prior to addressing the Council.

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

Mrs M Rogers addressed the Council and updated them on the following:-

- She has spoken to the subcommittee re producing more walk leaflets for the L & A Committee, and they will take this matter to the next full Committee meeting of the Civic Society.
- The All England Bus Pass have suspended the time limits to be placed on using bus passes for the present time, and leaflets on this have been passed to the office.

- The Staffordshire Connect Bus service is up and running and is running as far as Wombourne.
- The Bereavement Hub will be holding a drop in cafe in Wombourne.
- Support Staffordshire (formerly SSCVA) are signing up as many organisations as they can to increase their membership, the next meeting is in Great Wyrley and a meeting closer to Kinver has been requested.
- MAS organisation now have a vehicle and can run mobile help, they are looking to come to the area, and locating hopefully on the White Harte Car Park as this is the centre of the village.

Standing orders were reinstated.

25/19. Police to address the Council on relevant matters and any relevant matter relating to ASB in the village and outstanding police matters of concern (including discussions in changing the layout of the clock shelter)

The Police statistics for January were circulated to all members. These were noted.

It was noted that Mr Lang (that sent an email which was discussed at the last meeting) was not a Police officer, but he had responded to the letter sent to him and forwarded it to the relevant person within the Police Service.

The Clerk has obtained a quote from the local Oak Company to remove the 3 back panels of the shelter and install a simple back rest in place of them. This would be £900. The panels would be removed carefully and can be reinstalled at a later date if required. It was agreed to refer this matter to the next Finance Committee meeting.

It was noted that permission has been given to locate a CCTV camera on the library and removing these panels will help with visibility. Cllr BR Edwards reported he is working on trying to get a camera.

26/19. Removal of Post Box update

No further update since December.

27/19. Staffordshire County Council – works potentially funded by Parish Council

The members are still waiting for costings on services from Mark Keeling, the Clerk and County Councillor Mrs V Wilson will chase these prices up.

It was noted that a price for hiring the gully cleaner had been found at a cost of £700 per day, this would enable 40-50 straight forward drains to be cleared, whereas more difficult blocked drain may take up to 2 hours per drain.

There is a website [www.highwaysyourway.info](http://www.highwaysyourway.info) that is a very useful tool in reporting and getting updates on works required.

In addition to the above Councillor Mrs V Wilson reported that each County Councillor has been allocated £20000 for works in their area, she has collaborated with the other 2 local County Councillors to pool their funds giving a total of £60000 to try to get greater value for money on getting

problems resolved in the Parishes. The main 2 topics of concern are potholes and blocked drains. There may be a match funding for parishes on these funds, this is to be discussed at a later date.

28/19. To receive the Minutes of the following Committee meetings and to consider adoption of any recommendations therein -

Planning and Development Committee 30<sup>th</sup> January 2019

The minutes of the above meetings, having been circulated, were **Received**, the following Recommendations were made to the Parish Council:-

- the planning recommendations as set out in agenda item 5 are sent to the District Council.

These were agreed.

Leisure and Amenities Committee 16<sup>th</sup> January 2019

The minutes of the above meetings, having been circulated, were **Received**, the following Recommendations were made to the Parish Council:-

- a further socket for the Speed Indicating Device, subject to the relevant forms being signed.
- to purchase a third camera, with socket and pole at a cost of £2000.

The above recommendations were referred to Finance.

Personnel Committee 14<sup>th</sup> January 2019

The minutes of the above meetings, having been circulated, were **Received**, the following Recommendations were made to the Parish Council:-

- an advert is placed to advertise for a temporary self-employed contractor for 2 days a week for an initial period of 10 weeks, at the rate agreed in the November Finance meeting of £9 per hour.
- Mr Slater is paid for the work he has been undertaking in the role of Temporary Supervisor. This should be back dated to 1<sup>st</sup> July and be in situ until Mr Winterbottom returns to work or the end of April whichever is the sooner. The cost to the Council in total would be £ 644.70 (1<sup>st</sup> July 2018 to the 30<sup>th</sup> April 2019).

The above recommendations were agreed.

29/19. County / District Councillors to address the Council on any matters relevant to the Parish

County Councillor Mrs V Wilson reported:-

- She thanked the office staff for helping and supporting her in getting problems raised and resolved where possible.
- The school crossing patrols are to remain funded by the County Council.
- The mobile library is finishing, the Stourton residents will hopefully be serviced by volunteers from the Community Library delivering books to the customers in the Stourton area.

Councillor BR Edwards reported that:-

- Ridgehill Woods, a public meeting is being called by Mike Wood the Dudley MBC Councillor in Wordsley re possible development of the woods. The District Council have issues a FAQ's sheet on this matter and this has been circulated to all members and put on the Facebook page also. Councillor B R Edwards, David Pattison and Kelly Harris will attend this meeting.
- The budgets for 2019/20 have been confirmed for the District and Police, a £5 increase for SSDC and £24 increase for the Police on a band D property. The Fire Brigade and the County have yet to set their budget.
- He has managed to get a parking ticket reversed for the old cross hatched area of the car park opposite the Parish Office, the Traffic Wardens have been told not to issue any further tickets on this space. The District Council will be getting the hatched area removed / painted over.
- He attended a presentation in London on behalf of the District Council who were short listed for a Local Government Chronicle award.

30/19. Report of the Chairman

Cllr H Williams reported that he will be attending the following meetings:-

- 13<sup>th</sup> February Policy Locality 5 Forum meeting.
- 25<sup>th</sup> February there is a Lets Work Together workshop
- 27<sup>th</sup> February there is a candidate's talk on elections at Codsall.

31/19. Report from the Clerk.

Matters for discussion / note

Complaint received over dog fouling at the KSCA and other areas of the village.

The Clerk received a further 2 complaints about the increase in dog fouling, she has contacted Lucy Macdonald and she is going to send over some more publicity items to help, i.e free poo bags and dispenser's, new banners / signs etc. Mrs M Fullwood will also go and spray the stencil around the Parish in hot spots identified.

Invitations to attend

Police locality 5 meeting to be held on the 13<sup>th</sup> February 5 – 6.30pm.

To Note

NALC Guidelines on complaints procedures  
Churchill and Blakedown Parish papers

Superintendent's report:-

A complaint has been received from a deed older that an item was removed from his wife's grave without permission, it was part of the Christmas removal, and we have apologised to the gentlemen concerned.

There were notices on the gates that said any ornaments / wreathes would be removed on a set date and we left it a week after that date also.

1 x burial in January

This was noted.

32/19. Reports from Members on Outside Bodies.

None were reported.

33/19. Accounts for Payment.

The accounts as detailed in Appendix 1 to these minutes were accepted. The Clerk reported that she is paying all bills where possible by electronic transfer, and this saves 30p per transaction and a 60p stamp.

34/19. Items for future Meetings

Rules and Regulations for Comber Ridge re residency rights  
Mark Keeling prices

35/19. Dates of Next Meetings –

Finance and General Purposes Committee  
Planning and Development Committee  
Parish Council  
Leisure and Amenities Committee

20<sup>th</sup> February 2019  
27<sup>th</sup> February 2019  
6<sup>th</sup> March 2019  
20<sup>th</sup> March 2019

All meetings to start at 7.00 pm

36/19. Exclusion of the press and public

The press and the public were excluded on the grounds that the business to be transacted related to staffing matters.

37/19. Update on the Staffing issues

The Clerk updated members on the long term absence of the Maintenance Technician.

Appendix 1 to the minutes of the 6<sup>th</sup> February 2019

**Accounts for payment 6th February 2019**

| <b><u>Chq No</u></b> | <b><u>Ratification</u></b>         | <b>Total</b>                             | <b>0.00</b>    |
|----------------------|------------------------------------|--|----------------|
| <b><u>Chq No</u></b> | <b><u>Accounts for payment</u></b> |  |                |
| 101229               | Cancelled                          |  | 0.00           |
| 101231               | Petty Cash<br>Kinver Edge Farm     |  | 51.68          |
| 101230               | Shop                               |  | 100.00         |
| SO                   | SLCC                               | New Charles Arnold handbook              | 108.79         |
| SO                   | Edge Designs                       | Annual support                           | 531.60         |
| SO                   | SCC                                | Van lease for December                   | 349.38         |
| SO                   | TLC                                | Christmas Light bulbs                    | 53.28          |
| SO                   | Net 2                              | Replacement Christmas Trees              | 47.94          |
| SO                   | Diocese of Lichfield               | Fees for headstone testing               | 293.80         |
| SO                   | Viking Direct                      | Stationary                               | 44.38          |
| SO                   | OCL                                | Supplies                                 | 54.44          |
| SO                   | BT                                 | Phone and Broadband                      | 363.33         |
| SO                   | Siemens                            | Last payment for Franker                 | 184.60         |
| SO                   | Community Heartbeat                | Replacement Defib pads                   | 45.60          |
| SO                   | KSCA                               | Room hire for Youth Café                 | 676.00         |
| SO                   | SWOPS                              | Fuel bill for December                   | 71.68          |
| SO                   | Pureshine                          | Windows cleaned                          | 20.00          |
| SO                   | Safe and Sound                     | Health and safety report on Lone working | 161.00         |
| SO                   | Viking Direct                      | Supplies                                 | 105.07         |
| SO                   | SCC                                | Pensions January                         | 1709.38        |
| SO                   | Archer Signs                       | New car park sign                        | 71.34          |
| SO                   | JRK                                | Supplies                                 | 165.18         |
|                      |                                    |  | <b>5208.47</b> |

**List of Monthly Direct Debits**

|    |                   |   |         |
|----|-------------------|---|---------|
| DD | SSDC              | Rates   | 42.00   |
| DD | Inland Revenue    | January   | 1035.83 |
| DD | Utility Warehouse | Garage electricity                                  | 16.52   |
|    |                   | 95 High Street Gas and electricity and mobile phone |         |
| DD | Utility Warehouse |   | 249.48  |
| DD | Utility Warehouse | Kinver Edge Toilets                                 | 10.84   |
| DD | Utility Warehouse | High Street Toilets                                 | 33.43   |
| DD | Salaries          | February  | 5133.07 |
| DD | Screwfix          | Supplies due for payment 31/01/19                   | 102.92  |
| DD | Midshires         | Lease / printing                                    | 216.56  |
| DD | Postage           |   | 109.60  |

**Total 6950.25**  
**Total Expenditure 12158.72**

**Receipts**

|               |        |
|---------------|--------|
| Burial Fees   | 915.00 |
| Toilet income | 80.00  |

**Total Income 995.00**