

MINUTES OF KINVER PARISH COUNCIL HELD ON WEDNESDAY 6TH DECEMBER 2023 AT 95 HIGH STREET, KINVER

PRESENT: Councillors JK Hall (Chairman), Mrs C Allen (Vice Chairman), IG Sadler, E Simons, G Sisley, D McGirr, K Hosell, S Anderson, Miss N Owen, G Sisley, S Charlesworth-Jones, Ms E Lord, P Wooddisse, K Slade and District Councillor P Harrison and County Councillor Mrs V Wilson

Also present: Mrs J Cree – Clerk, Mrs M Fullwood – Assistant Clerk, Mrs B Owen.

205/23. Apologies for Absence.

Councillors A Calloway and K Davies sent their apologies.

206/23. Declarations of Councillors' Interest.

None were declared.

207/23. To receive for confirmation and adoption, the Minutes of the Parish Council meeting held on 1st November 2023 (copy attached).

The minutes of the meeting held on the above date, were agreed as a true and accurate record of the meeting.

208/23. To receive a report from the PCSO's relating to Kinver

The Police report was received and circulated prior to the meeting. This was noted.

209/23. Public Participation

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

Mrs B Owen reported that it had not a good month for the busses, she read out an email she has sent to V Wilson and MP Gavin Williamson, detailing the times when the busses did not turn up. She asks if the busses are monitored? She also rang the bus company directly who said on one occasion it did not turn up was because the driver had over slept.

Standing orders were reinstated.

210/23. County / District Councillor to address the Council on any matters relevant to the Parish

District Councillor P Harrison addressed the council and the following was noted:-

- Congratulations for the Xmas event.
- Polling places review is currently being carried out by SSDC – he has raised with them that the area given at the EMC for the last polling day was in the small hall, and it was very cramped, and needs to be ideally in the big hall.
- South staffs residents survey – he gave the highlights of the statistics, he will forward a summary to the Clerk to circulate to members.
- The Church Wall – he is acting as an intermediary to get things sorted, so this is ongoing.
- The Bridge is being built at Brockleys Walk, to link the canal towpath to the park, future S106 money may be able to be used for pathways and development in the area in the future.

County Councillor Mrs V Wilson addressed the council and the following was noted:-

- She also thanked the Council, in particularly Cllr S Charlesworth-Jones and Miss N Owen for their efforts on the day and any one else that was involved. It was a proper community event, and that was felt by the people that attended.
- Flooding – she has received many complaints, for the Parish. Residence flooding is the highest priority, so if any is reported to the Councillors to let her know. This would not include flash flooding, if it clears in a few hours.
- SCC don't run the busses, they only organise school transport. The bus company need to invest in what they are offering. The bus company rely on subsidies from the Government which end on the 31st December 2023.

The company has to give 12 weeks notice to stop the service. A meeting would be helpful with the bus company to discuss the service – perhaps add to L & A. It was noted that other areas in the Country have a good rural bus service and this needs to be looked into.

- We did not get any levelling up money towards transport, and there is no future funds available at this time.
- Community strategy survey is out from SCC, and this needs to be completed – she will circulate again to members.
- She went with Cllr Ms E Lord to look at the Holloway , a planter needs to be located on the grassed area by the entrance from Mill Lane, and a sign saying narrow road. The surface is gravelly and SSDC are going to get it cleared, and some patching work will be undertaken on the road surface to make it a little better.
- Kingsford Lane work has been completed to a good standard.
- She will check if the grit bins are going to be refilled.

211/23. To receive an update on the Community Use Agreement

Cllr S Charlesworth-Jones reported that the review meeting had taken place on Tuesday 5th December and gave the financial years statement. Essentially since they have to open the facility, they have had to employ a lettings officer, the loss 2022-23 was in excess of £24,500. They are talking to the local authority about this agreement, as they are having to take money from their school budget to balance the accounts. They have spoken to Lucy Duffey from SSDC and she was understanding of the situation and they have spoken to Mark Moore from SSDC. With regard to community membership the District officers have supported the school stating that they don't recommend going forward with this idea due to the cost implications. The full details of the costings are listed below:-

Kinver High School Lettings 2022/23 - 2023/24

2022/23 Costing Summary September 2022 - August 2023

	TOTAL
<i>Income</i>	
Gym Income	-71.17
Lettings Income	-34,765.65
	-34,836.82
<i>Expenditure</i>	
Staffing costs	43,910.40
<u>Non Staffing Costs</u>	
Capital	2,234.82
Office Costs	915.56
Other Staff non pay costs	600.00
Uniform	23.49
<u>Premises costs</u>	
- Building Repairs/Maintenance	3,085.01
-Cleaning Materials	371.18
-Electricity	5,782.95
-Equipment Repairs & Maintenance	251.74
-Fire Alarm & Extinguishers	215.99
-Gas	1,495.25
-Hygiene Services	125.36
-PAT Testing	123.65
-Property Management Services	14.62
-Water/Sewerage Charges	221.16
	15,460.78
Total Non staffing Costs	15,460.78

Loss made on lettings Academic Year (FY) 2022/23**24,534.36****2023/24 - Income and Expenditure to date*****Income***

Lettings to 31st October 2023	-3,343.82	
Gym income to 22nd November 2023	-162.10	
		-3,505.92

Expenditure

Staffing - Lettings Officer / Cleaner to Nov 2023		14,522.52
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Non Staffing Costs

Capital	0.00
Office Costs	20.00
Licences & Subscriptions	777.63
Other Staff non pay costs	78.94

Premises costs

- Building Repairs/Maintenance	0.00
-Cleaning Materials	0.00
-Electricity	840.69
-Equipment Repairs & Maintenance	145.00
-Fire Alarm & Extinguishers	0.00
-Gas	177.08
-Hygiene Services	150.13
-PAT Testing	0
-Property Management Services	0
-Water/Sewerage Charges	42.91

Total Non staffing Costs		2,232.38
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Loss to date Sept 23 - Nov 23 (FY 23/24)**13,248.98**

It was proposed by Cllr K Hossell and seconded by Cllr Ms E Lord to write to the Enforcement Department, to explain our concerns about the facility and the information we have received at the review meeting on the 5th December 23. This was agreed on a vote.

SSDC Cllr P Harrison reported that he will raise this with Mr Mark Moore at SSDC. It was felt strongly that the facility has only been open since August for the public to use, and the usage will increase when people know about the facility and it needs to be advertised.

212/23. To receive an update on the Kinver Climate Action Group

Cllr Ms E Lord reported that Mrs B Owen attended their meeting and raised the idea of getting a greener bus service.

They will be taking the thermal camera around the Parish to help people see where they have energy leaks, there are nearly 30 people expressed an interest in relation to solar panels / battery, the Company will give something to the community if installations take place. They will also look at the Council offices to get a price.

A Climate Change Grant was applied for on behalf of the Senior Citizens group and this appears likely to be successful, getting £500 to improve their building.

213/23. To receive an update on specific Parish Councillors emails.

The Clerk has been attending Cyber training from SSDC which is free for Parish Councils, the second phase of the training took place on the 29th November. In the training it was raised the importance of having separate email addresses from personal Cllr ones, and that the .gov.uk was the most secure. The trainer and SPCA are developing a policy to circulate to Parish Council for them to adopt and move this forward.

It was agreed that the Clerk and Cllr K Hossell to move this project forward using the domain name registration company to register the .gov.uk domain, and then set up the individual Cllr email addresses with a relevant supplier.

214/23. To discuss future use of Police office space

The Clerk has spoken to the Police officers that use the Office space, they have not been consulted by any senior officers on losing this space, they have gone forward to Wombourne to ask that the office is retained, as the Fire Station is totally unsuitable for their needs. This was noted at this time.

215/23. To receive the minutes and any recommendations from the following Committee meetings:-

Planning and Development Committee 15th November 2023

The minutes for the above meeting were agreed.

L & A Committee 22nd November 2023

The minutes for the above meeting were agreed.

It was agreed to Recommend to the Parish Council that:-

- to meet with the editor of the CA News-sheet and report back their discussions – this was agreed.
- the monthly markets are stopped in favour of occasional themed markets, the details to be agreed. It was proposed by Cllr K Hossell to have an extra ordinary meeting to discuss this recommendation in full with all available information and costs, this was seconded D McGirr and on a vote this was agreed. The date of this meeting will be the 24th January 2024 at 7pm, and will also include a public participation. The agenda to be posted early on the Noticeboards and ask for comments from all parts of the community to seek their views on it.

Cllr S Charlesworth-Jones left the meeting at this point.

Finance and General Purposes Committee 29th November 2023
(including Budget / precept for 2024/25)

The minutes for the above meeting were agreed and the following it was agreed to Recommend to the Parish Council that:-

- the accounts are accepted as appendix 1 to these minutes.
- the precept for 2024/25 at the level of £166998.00 and the associated budget as set out as appendix 2 to the Finance minutes.

It was proposed by Cllr P Wooddisse and seconded by Cllr S Anderson to accept the recommendation from the Finance Committee of a precept of £166998 and the associated budget.

A counter proposal was moved by Cllr K Hosell and Seconder by Cllr Ms E Lord that an increase of 5% of the precept was accepted which would be £170240, on a vote there were 6 for and 6 against, as the vote was tied the Chairman used his casting vote, he voted against so it was 7 votes against. Therefore this proposal failed.

The original proposal was then voted on with 10 votes for so this was carried.

216/23. Report of the Chairman

The Chairman reported that he attended Remembrance Sunday, and was well attended.

217/23. To receive and note the report from the Clerk including Burial Ground Superintendents report.

The following items were noted:-

Correspondence from EMC on their Kings Award for Voluntary Service.
Community Engagement from Mrs Peterson SSSC
S106 paperwork signed for Hyde Lane Development
BKV 2024 Competition information
4th December works should start at White Hill
Email re installation of Rugely Council Solar project
Request for information on the Sports Hall – responded with link to school website
Email from resident asking for updated Parish Maps showing what / where things are in Kinver – this was discussed at L & A and the costs was quite high circa £1200 for a map artwork then printing
Review of polling districts and places SSSC

It was agreed the repair to the Gym equipment piece that has failed at a cost of £545.00, this would be funded from the Play area budget line.

A request for a tree to be planted on Jubilee Gardens has been received, it was suggested that they contact the District Council for Brockleys Walk as they are looking to plant trees in that area. It was noted that Jubilee Gardens at the moment would not sustain a further tree, due to area being covered in shade. It was agreed to ask L & A Committee to investigate future proposals for the area and report back to the Parish Council.

218/23. Reports from Members sitting on Outside Bodies for the Parish Council.

Cllr Mrs C Allen raised that The Walter Holdnall Trust are looking for a secretary to administer the trust.

219/23. To receive the accounts for payment since the last meeting

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

220/23. Items for future Meetings Council.

To be with the Clerk, by the 22nd December 2023. (L & A - Busses / Jubilee Gardens)

221/23. Dates of Next Meetings –

Planning and Development Committee	13 th December 2023
Parish Council meeting	3 rd January 2024
Planning and Development Committee	10 th January 2024
Leisure and amenities Committee	17 th January 2024
Extra Ordinary meeting to discuss the Market future	24 th January 2024
Finance and General Purposes Committee	21 st February 2024

Accounts for payment for December 2023

Accounts for payment	Description	Total
AA Slick Tyres	Part worn tyre and cost to swop with spare	60.00
Amazon	Torches for Xmas Event	27.28
Andy Read Services Ltd	Contractor work	795.00
Barclays	Monthly charge	8.00
Catherine Tombs	Marketing	100.00
Christmas Direct	10 sets of tree lights	251.90
Climate Change Group	100" screen	139.98
Ebay	5 x Xmas trees	58.45
Greenacre Services	Contract work and grass cutting	520.00
Gif Gaf	Sim for CCTV at garage and tracker	12.00
HMRC	December	2680.19
I Grade Medical	First aiders for Xmas event	270.00
Ionos		10.80
JRK		104.23
Hannah Picken - Kinver Climate change	Exp from the event	100.00
Kinver Edge Farm Shop	Monthly opening toilets	120.00
Kinver Market	Costs for erecting Gazebos etc for October market and Xmas event	425.00
Misc. items	Van wash and tree lights	8.00
Naturescpae	Wild Flowers	149.99
OCL	Supplies	15.84
Pure Shine	Windows Cleaned	62.00
RBL	Poppy Wreathes	72.00
R H Electrical	Christmas Lights	2488.80
Salaries	December	6660.41
SCC pensions	December	2756.99
Screwfix		29.97
Utility Warehouse	mobile phone	37.90
Viking Direct		20.59
Water Plus	Water rates office	44.12
Water Plus	Water rates Kinver Edge	45.04
Rebecca Williams	Stilt Walker	240.00
Wix Editor	Annual charge	122.40
	Total Expenditure	18349.60
Receipts		
Burial Fees		1570.00
Vend electric	October	104.29
Christmas Event	November	640.00
Climate Change Grant		500.00
	Total Income	2814.29