



Stainland and District Parish Council 43rd Ordinary Meeting **DRAFT Minutes**

26th May 2022

Councillors Present: Councillor Fieldhouse (Chair). In attendance were Councillor Weeks, Councillor Bottomley, Councillor Mullany, Councillor Knights, Councillor Lyness-Brown, Councillor Booth and Councillor James.

Minutes taken by The Parish Clerk

	Item
22.43.01	Apologies Resolved to note that there were no apologies.
22.43.02	Previous Minutes Resolved to accept the minutes of the meeting held on 28 th April 2022. It was noted that going forward all agendas will have a standard item listed "Items for full council"
22.43.03	Declarations of Interest Resolved to note there were no Parish Councillors' declarations of interest.
22.43.04	Public Participation Resolved that there were no members of the public for Public Participation
22.43.05	<p>TW gave a progress report on the transfer of allotments to SDPC. The land owner has been in contact with TW who advised that they have been instructed to register the land with land registry to be able to proceed with the sale. They are working with their solicitor to progress the sale. TW expressed his concern at the allotments that are not being looked after whilst there is no management in place. Out of 22 lots there are around 6 unused.</p> <p>TW has looked for quotes and the only one he could get were a local firm who agreed the price of £400 It was felt that costs to value the site would contribute a significant proportion to the asking price which the council considered to be very reasonable. Therefore, it was resolved to defer valuation unless it becomes essential at a later stage.</p>
22.43.06	<p>JB gave an update on the library. GL is currently working on heads of terms. Further discussions with Asset management need to take place on the order of the building repairs.</p> <p>TW will contact the surveyor to complete the updated survey on any further</p>

	deterioration of the building since the previous survey in 2021. GL is currently registering the charity.
22.43.07	It was resolved that the proposed meeting schedule was accepted They will be paired as follows: Environment & Staffing Asset management & Communications Planning, Policy & Finance and Full council will stand alone as they do now. Will adopt plan for 6 months and then review.
22.43.08	Resolved that the weathervane designed to mark the Queens Jubilee was approved and will be ordered by the Parish Clerk. This will be funded from the reserves. JK to research Mounting bracket and base.
22.43.09	It was noted that LF gave an update on the Playground at Stainland Rec. CMBC have offered £20,000 towards the cost of the project. LF enquiring with Together Housing for additional funding
22.43.10	Discussions took place around operation London Bridge and the implications on the Parish Council. The suggested list provided by SLCC was reviewed It was resolved that the Clerk to look at website options for a black banner and contact Mayor's office regarding their plans. We are unable to make any further plans till the library is in place. Once we have secured the library, we can look at further plans for operation London bridge.
22.43.11	It was noted that TW gave an update on the Councillor training plan. All resolved to accept the training document. TW explained the courses that are available and what is expected in the first year of role. Resolved that the Clerk will circulate training courses on a regular basis.
22.43.12	Resolved to elect a Vice Chairman for the Parish Council. MM has agreed to accept Role of Vice Chair.
22.43.13	It was noted that reports from the Chairman, Committees and Councillors were as follows Chairman LF shared that she will be attending the mayor's event on Thursday to mark the Jubilee. Environmental Committee Warden has resigned, prior to that work has been done in CAT steps, Shaw Park, Sowood. No plans to recruit again at the moment. Shaw Park pond works are now planned to start in September. Clerk to chase the railings with ASF, Project still not complete. A section of hedge at Sowood park appears to have been damaged by cmbc mowers. TW to contact CMBC regarding the replacement of this. TW to set up working party to work on Sowood park. Resolved to accept the minutes. Communications Committee It was noted that the main focus of the meeting was for the comms strategy which plans to amended and seek approval at the next comms meeting.

	<p>It was noted that we have had discussions around the naming of the community centre, Full council will be the panel for approving the short list of names.</p> <p>It was noted that the half page wasn't enough this month, so we have now booked a full page for Go Local.</p> <p>Discussions took place regarding minutes; MJ raised the point of sharing log in details between the Clerk and councillors. It was resolved that only the Clerk that will post on both the website and social media platforms.</p> <p>Resolved that we will now create in Instagram account.</p> <p>Resolved to accept the minutes with the amendment of only the Clerk making posts on behalf of the council.</p> <p>Policy & Finance Committee Resolved that the Clerk to send monthly report on 1st of month for each cost centre. Each chair is to advise on their planned monthly spend.</p> <p>Sarah Richardson has responded to the complaint and it was noted that it is a very inadequate response. It has been passed to the Clerk to reply and give 30 days' notice to respond to our requirements. Clerk to discuss the draft with Councillor Fieldhouse before sending.</p> <p>Resolved to accept the minutes.</p> <p>Asset Management Resolved to accept the minutes</p> <p>Planning Committee MM asked for feedback on his comments and the tone used, all responded in favour of the strong stance on planning matters. Resolved to accept the minutes</p> <p>Staffing Committee. Training completed will be discussed at each meeting Noted that the Warden has resigned. Resolved to note that the Clerk has had her annual review which will now follow a new process.</p>
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22.43.14	Resolved to accept the financial reports submitted and payments from this month.
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Date	SUPPLIER/COMMODITY	Total Amount
01/03/22	AM Cook Website hosting	£39.92
03/03/22	Simon Calvert Contractor	£5,928.00
03/03/22	AM Cook Website hosting	£4.99
23/03/22	Vodafone – Clerks Phone	£12.15
29/03/22	Go Local	£114.00
29/02/22	HMRC	£15.84

	29/03/22	JKE Web Design	£30.00
	29/03/22	Wages- Clerk & Warden	£1337.49
	29/03/22	L White- Laminating pouches	£11.99
	29/03/22	L White- HDMI Cable	£6.00
	29/03/22	L White – Paper	£3.99
	29/03/22	L Fieldhouse - PPE	£23.00
	29/3/22	Stainland Bowling Club Grant	£1,000.00
	29/03/22	YLCA Membership	£830.00
	29/03/22	YLCA Training costs	£30.00
			£9,387.37
22.43.15	It was resolved there was only one email correspondence raised by a member of the public around a dog issue in the parish. It has been dealt with by the Clerk.		
22.43.16	It was resolved that the Walking Bus will be added to the next agenda and any other agenda items will be sent to the Clerk ahead of the next meeting.		
22.43.17	Date of next meeting will be 7pm 30 th June 2022		