

MADELEY PARISH COUNCIL**MINUTES OF PARISH COUNCIL MEETING held on****Thursday 17th May 2018 at The Madeley Centre, New Road, Madeley at 7:35pm****Present:**

Councillors: D. Whitmore, (Chairman) D. Barnish Mrs. A. Bourne, A. Davenport, S. Jones, A. Rowley, Mrs. B. Ruscoe, N. Orme, G. White, S. White, Mrs. J Whitmore, D. Burns (part) Madeley and District Community Association.
Clerk-Mrs J Simpson

113.05/18 To receive apologies for absence.

Parish councillor, Mrs A. Newton. County Councillor P Northcott.
Mrs. C Withington, RFO

114.05/18 To receive Councillors declarations of Pecuniary Interest in items on the agenda.

None were declared.

116.05/18 Public Participation:

There were no members of the public present.

117.05/18 To consider approving and signing the minutes of the last regular meeting held on 26th April 2018

The minutes from 26th April 2018 were confirmed as a true record and signed.

118.05/18 To consider matters arising from the minutes not included elsewhere on the agenda.

- Dog and litter enforcement-the Clerk had communicated with NBC re peak times of need in the village and also asked what the current level of service is within the Parish. Waiting for a reply.
- Allotment land lease renewal-the Company Secretary of Madeley Rural Community Charity had acknowledged the request from the Parish Council and would be dealing with it shortly.
- Christmas 2018-the Clerk had not yet written to Marley Enternit re Christmas tree sponsorship.

Clerk**119.05/18 Neighbourhood Plan for Madeley Parish.**

The group was in the process of a data gathering exercise and the date of the next meeting would be 4th June 2018

120.05/18 To Receive reports from Borough and County Councillors and the Community Support Worker

- **CSW-** Main work was centred on the summer activities for young people. Previous service provider no longer available. Contact had been made with new providers. However, they were unsuitable due to supervision number aspects or considerably more expensive Approach has been made to a provider for D/Jing and theatre workshops that would be held at The Madeley Centre and not Leycett Cricket Club. Further information would be available that week. The CSW explained that having been in the post for 7 years, she would be stepping down from the role once the summer activities had finished. The Parish Council thanked her for all of the hard work she had put it and noted that action would be needed to bridge the gap.
- **Borough Councillors-** dealing with 3 issues with Aspire re leaks

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in flats; worked with a resident which resulted in an enforcement notice been issued to the landlord: dealt with a neighbour dispute: Held an open meeting re proposed development at Rowley Street-one plot-no 29-has been removed from the plans. Likely to be heard at Planning Committee in June 2018: HS2 (see minutes reference 121.05/18): dealt with 2 requests from Betley area where it was noted they were very good at drawing in external funding-will be sharing best practice with MPC: Likely to have a post office outreach service in place by August 2018-Tuesday and Friday mornings at The Madeley Centre-more services available including car tax and passport applications: no overall political control at NBC

- **County Councillor**-.no report was available.

121.05/18 **HS2 Progress Report**

The petitioning process had finished and a decision was anticipated by the end of May 2018. Even if the request for the Whitmore to Madeley Tunnel was rejected there was still the option of taking the petitioning process further to the House of Lords.

(Cllr S White left the room at 7:55pm and returned at 8:05pm)

122.05/18 **Financial Matters.**

- a. Outcome of internal audit inspection- it was noted that the internal auditor had confirmed that all internal governance procedures and controls were in place and accounts in order.
- b. Assertions in section one of the Annual Governance and Accountability return for 2017-18- all assertions contained in section one of The Annual Governance and Accountability Return were read out and confirmed as true.

It was RESOLVED-all assertions were correct and the Chairman and Clerk signed section 1.

- c. Signature section 2-the accounting statement was examined and agreed to be a true record.

It was RESOLVED to approve the accounting statement in section 2 and was signed by the Chairman and Responsible Financial Officer.

- d. Insurance policy-the information had been previously circulated and it was **RESOLVED** to approve the annual premium payment of £1173.41
- e. The balance of £4000 in the MPC grant programme was noted.
- f. Lengthsman outstanding debt of £784 from May 2017-after some discussion with Staffordshire County Council it was noted that SCC had agreed to pay the outstanding debt.
- g. An application for funding for MCDA had been previously circulated and Mrs. Burns had attended on behalf of the charity to further explain their application. Whitmore and Madeley Parish Councils had funded the service and there had been attempts to get Woore involved. This year, the charity had already completed 5000 trips under the volunteer driver scheme. The largest financial problem was paying for the hire of the Rural Runabout.

After further discussion, it was **RESOLVED** to approve a grant of £2000 to Madeley and District Community Charity.

- h. Bank mandate and signatures-it was **RESOLVED** to remove B. Panter and A Jones as authorized signatories and add S. Jones to the list of signatories.
- i. Allotment Society-it was **RESOLVED** to approve the annual membership to the National Allotment Society at a cost of £66.
- j. It was further **RESOLVED** to approve the payments/orders receipts and transfers schedule as per appendix D.subject to further confirmation of the total amount outstanding to RJS Solicitors.

123.05/18 Madeley White Star

There had been some administrative confusion re the decision taken re HS2 funding 2 years ago. For the sake of clarity and completeness, it was **RESOLVED** to confirm the agreement to pay Madeley White Star the £1000 awarded to MPC and MWS from HS2.

124.05/18 Review of Current Generic Risk Assessment Policy

Deferred to next meeting once the draft General Data Protection Regulation Policy documents had been agreed at point 128.05/18 in the minutes.

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meeting
Clerk**

125.05/18 Youth Activities

.The majority of this had been covered under 120.05/18 above.

126.05/18 Outdoor Gym Birch Dale

Signed lease had been returned to SCC Legal Services-waiting for a reply from Aspire.

127.05/18 Heath Row Swings

Action had been taken after the last meeting by the Clerk to resolve the issues with the swings at Heath Row. The information had been previously circulated. Once the top bar had been removed for an internal inspection, the Council would be in a better position to assess whether a new top bar would be needed or whether the worst case scenario of a new piece of equipment would be needed.

It was **RESOLVED** to note the delegated action of the Clerk re addressing of potential Health and Safety issues on the swings at Heath Row.

128.05/18 General Data Protection Regulations (GDPR)

Madeley Parish Council appreciated the seriousness of the impending regulations and their individual roles in ensuring the Council remained compliant. They **RESOLVED** to approve the following documentation:

- Consent form for allotment holders.
- Retention policy

- Revised Information and Data Protection Policy.
- Privacy notices for e-mail: new councillors; general notice; neighbourhood plan privacy notice, Madeley Pool Partnership privacy notice.

The Clerk sought verbal approval from the meeting to continue to use the e-mails councillors had provided for communication and use on the web site.

It was **RESOLVED** to grant such approval.

It was noted that the data audit sheet was still to be completed.

129.05/18 Heath Wood Issues

The issues with discarded dog waste bags appeared to have lessened and the wood looked cleaner.

The issue of the alleged extended garden to the rear of a property in Hillside that encroached on both Parish and Borough Land had been looked at by the Clerk. Land searches had been completed and it appeared that some land had acquired and fenced off inappropriately. It was **RESOLVED** that the Clerk writes to the owner and asks him to move the fence back to the correct boundary line.

Clerk

130.05/18 . Madeley Rural Community Charity

No report was available as there was still no representative from the Parish Council.

131.05/18 Police and Crime Matters

- There had been a break in at the Old Hall where the occupant had been confronted by an intruder with a knife. A similar occurrence had taken place in a nearby locality.
- The Birch tree opposite the Old Hall had been destroyed and the plaque snatched off.
- There appeared to be an increase in illicit drug usage in the village, with some young users under the influence whilst driving cars.
- In the light of the above issues, there was a further request for the police to attend at least bi-monthly meetings of the Parish Council for updates.
- CCTV-contact information from Eon had been difficult to locate. However, contact had now been made so it was hopeful the project could move on and details brought to the next meeting.

Clerk

132.05/18 Parish Appearances

It was noted that the stile in Red Walk half way down was damaged. Cllr S White to report. **SW**

Bus shelter in Madeley Heath had graffiti on it and the contractor who cleans the shelters stated that the thinners he uses to clean it would melt the Perspex and leave it smeared and cloudy. Cllr A Davenport to investigate an alternative remover. **AD**

Branch on fir tree hanging down on tree opposite the Old Hall by Madeley pool. Clerk to ask handyman to lop it off. **Clerk**

Cllr G White had arranged for the community payback team to carry out further work in Madeley. The overgrowth on the path between

River Lea and the Church had been cleared; litter removed from the railings in Moss lane and litter removed in Furnace Lane. Looking at the possibility of a contract. A risk assessment walk was planned for 18th May. Costs to be circulated at the next meeting for consideration and approval.

GW

Hedge still not cut back far enough by monument.

The sandstone wall surrounding the War Memorial had been hit either by a car or a HGV. A request for costs had been sought from Churchman Fenner and Brown and Walkers at Cannock. A third quotation would be sought. The Council noted that due to its specialist nature it may require an insurance claim.

Clerk

133.05/18 . Councillors responsibilities

Madeley Pool-inaugural meeting of Pool partnership had taken place on 14th May. The meeting was a positive one. It was appreciated that improvements would take a number of years and a long term action plan would be needed.

The egg pricking of Canadian Geese had continued. It was noted that 7 goslings had hatched. The contractor wished to know if the Council required them scooping up at the next visit on 24th May. It was agreed the goslings should be scooped up at this stage.

Residents Association-nothing to report at present.

LAP-Madeley High School was present at the LAP meeting and again repeated their request for a teen shelter. It was explained that the location was the hardest part to find as no one wanted it close to them and at the same time, the safety of the young people was paramount and therefore needed to be located appropriately.

134.05/18 Planning Applications

- 18/00320/FUL-Roberta, Newcastle Road, Madeley-erection of two storey side extension.

<http://publicaccess.newcastle-staffs.gov.uk/online-applications/PLAN/18/00320/FUL>

Madeley Parish Council had no objections to this application.

- 18/00259/FUL-TK Phillips Workshop, Moss lane, Madeley-erection of a pair of semi detached house and a detached house.

<http://publicaccess.newcastle-staffs.gov.uk/online-applications/PLAN/18/00259/FUL>

Madeley Parish Council had no objections to this application.

- 18/00225/REM-Land off New Road, Madeley-approval for reserved matters for details of layout, internal access arrangements, scale, appearance and landscaping for 32

dwellings relating to 14/00930/OUT.

<http://publicaccess.newcastle-staffs.gov.uk/online-applications/PLAN/18/00930/OUT>

Madeley Parish Council objected to this application on the same grounds as submitted on 27th April 2018 and could see no substantive changes to the application that would cause them to have a different view.

135.05/18 Town and Planning Matters generally.

Clerk noted there were many applications still outstanding, but it was explained this could be down to the change of administration.

136.05/18 Clerks Report

All points had been covered in the meeting. The Clerks request for leave for 29th May-1st June was granted though it was noted that the agendas for the Neighbourhood Planning group and the regular meeting would be produced that week to accommodate meetings the following week.

137.05/18 Race, Equality and Crime and Disorder Statement.

The Council recognized that it had discussed matters of crime and disorder.

138.05/18 Councillors Planned absence

Absences were noted for the next meeting.

139.05/18 Date and venue for the next regular meeting.

Thursday 7th June 2018, Madeley Centre, New Road, Madeley at 7:00pm

The Chairman thanked the Councillors for their attendance and closed the meeting at 9:10pm

Approved Payments schedule May 2018

BACS/CHQ	TO WHOM PAID	DETAILS	Total inc VAT
Bacs 18	Madeley and District Comm Ass	Donation	2000.00
Bacs 21	C Withington	Salary May and Expenses	300.27
Bacs 22	J Simpson	Salary May and Expenses	942.95
Bacs 23	HMRC	Tax and NI May	82.41
Bacs 24	JD Quick	Bus Shelters inc cleaning May	175.00
Bacs 25	Amy Taylor	swing security	70.04
Bacs 26	Lisa Pickerill	swing security	70.04
Bacs 27	J Simpson	Reimbursement hard drive	46.99
Bacs 28	Chris Heelis	Internal Audit	75.00
Bacs 29	Royal Mail Group	Nplan post	0.42
Bacs 30	Came and Co	Insurance renewal	1173.41
Bacs 31	Nigel Aldritt	10 hours play area, Heath wood storm damage, meetings, repair swings MH	160.00
Bacs 32	HAGS SMP	Fitness equip	9366.42
Bacs 33	Glendale	Grass March and April	1202.40
Bacs 34	National Allotment Society	Subs 18/19 (June)	66.00
Bacs 35	Play Inspection Company	Outdoor annual inspection	156.00
Bacs 36	R J Solicitors	HS2 Barrister (Madeley 2/3rd)	1900.00
Bacs 37		Monthly Total	17787.35

Signature

Date